

****Please note that this draft shows the revisions to the text document after the public review period held in July and August. In addition, a formatted version of the document will be uploaded to the project website prior to the 09.23.2015 public hearing.**

Local Review Criteria for Durham's Locally-Designated Historic Properties

Adopted {insert date}

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Introduction

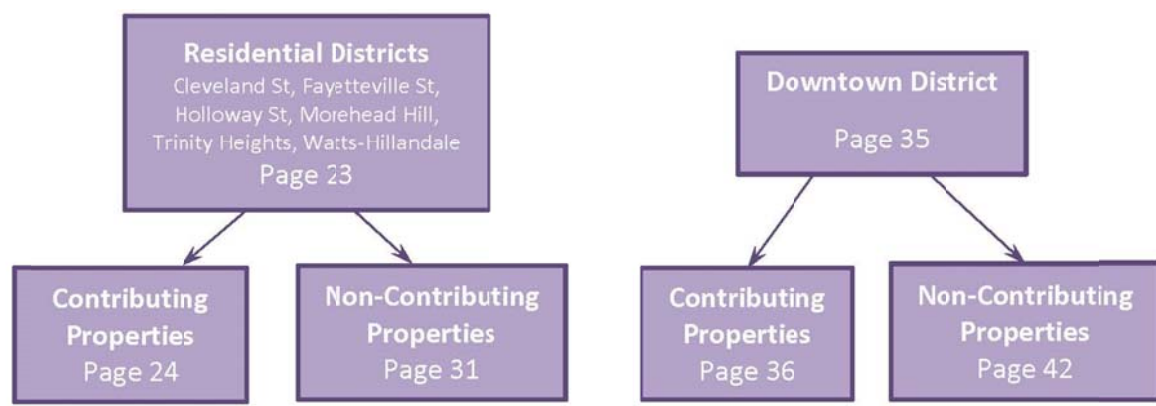
Durham has been proactively dedicated to the protection and preservation of its historic resources since the 1970s and, as stated in the Durham Comprehensive Plan, the City is committed to the identification, protection and promotion of historic resources as an integral component of quality growth in its jurisdiction. Durham began designating historic resources in 1987 with the Cleveland Street and Holloway Street Historic Districts. In 2015, the [Historic Preservation](#) Commission's [\(HPC\)](#) responsibilities have grown to include design review in seven local historic districts and over 80 local historic landmarks. In addition, the HPC and its ~~S~~staff provide historic preservation education and technical advice for other local government agencies and the community at large.

This document is the result of an effort by the Historic Preservation Commission and its Staff to establish a community-supported preservation philosophy and to outline the policies, criteria, and procedures applicable to our locally designated Historic Districts and Landmarks. The manual contains a wide variety of information, and is designed to clarify the application process and to give owner's of historic property an understanding of what constitutes appropriate rehabilitation, renovation, and construction. The Historic Preservation Commission and its Staff intend for this document to be useful to anyone needing information on development and renovation for any of Durham's locally designated historic properties.

How to Use the Local Review Criteria document

This document is intended to introduce property owners, designers, developers, and applicants to Durham's historic preservation program and help guide them through the certificate of appropriateness (COA) process for locally designated historic resources. The introductory sections of this document describe Durham's preservation philosophy and provide information on Durham's designated landmarks and districts, the National Historic Register, the Durham Historic Preservation Commission, and the COA process. The criteria sections then follow with separate sections for the residential historic districts and the downtown historic district, with sections for contributing properties, non-contributing properties, and rights-of-way. Then follows sections on landmark properties, archaeology, and cemeteries. In determining the appropriate criteria to apply in the COA review process, follow these steps prior to beginning work:

- Determine whether the property is designated as a landmark or within a district. (www.durhamnc.gov/historicpreservation)
- If a district property, determine whether it falls within the ~~D~~owntown district or one of the ~~R~~esidential districts and proceed to that section.
- Once the appropriate district section has been identified, determine whether the property is contributing to the historic character of the district or non-contributing and proceed to the appropriate section. All properties are listed as either contributing or non-contributing in the preservation plan for the district ~~with the significance (contributing or non-) listed (found on the website listed above)~~.
- If a landmark property, proceed to the Landmarks section ([page 50](#)). If both a landmark and within a district, follow the landmark criteria section for the structure and the site and the rights-of-way criteria from the relevant district section (~~R~~esidential [on page 36](#) or ~~d~~Downtown [on page 49](#)).
- Once the appropriate section(s) of the criteria has been identified, review ~~and meet~~ all review criteria that are relevant to the scope of work for your project from that section. Your COA application must show compliance with these criteria in order to gain approval for work. Approval must be granted prior to beginning construction.
- If any archaeological sites or cemeteries are present on the property, also review and meet these sections of the review criteria ([page 57 and 58, respectively](#)).



Statement of Philosophy

As the North Carolina general statutes state: “the historical heritage of our State is one of our most valued and important assets. The conservation and preservation of historic districts and landmarks stabilize and increase property values in their areas and strengthen the overall economy of the State.” It goes on to state that the intention behind enabling the designation of historic districts and landmarks by local jurisdictions is both “to safeguard the heritage of the City or County by preserving...important elements of its culture, history, architectural history, or prehistory” and “to promote the[ir] use and conservation...for the education, pleasure and enrichment of the[ir] residents.”

As the National Park Service enumerates, preservation approaches for historic resources can range from:

Restoration – depicting a property at a particular period of time in its history, while removing evidence of other periods; to

Rehabilitation – acknowledging the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character.

A successful preservation program must balance the tenets of preservation with a variety of other needs and priorities in the community. A strict preservation approach without community support will stifle a preservation program just as one too watered-down will be an exercise in futility. The challenge the HPC and its Staff have undertaken in this document is to find the appropriate place along the preservation spectrum that is supported by the community and appropriately balances the benefits of preservation with considerations of economy and livability.

This exercise has resulted in a tiered preservation approach that focuses the most stringent standards on our most prized historic resources, our Landmark properties; allows greater flexibility for the historic structures that in combination retain the integrity of our local historic districts, the contributing properties; and finally defines a few parameters of overall development patterns and design compatibility that govern changes to non-historic properties and the creation of new structures, the non-contributing properties and new construction. In order to ensure properties continue to be classified appropriately as contributing or non-contributing over time, the significance of each property within the districts will be reassessed every five years.

The HPC and its Staff are committed to continuing to engage with and listen to the community in order to identify when modifications to Durham’s preservation strategy need to be made to ensure that the program continues function for the education, pleasure and enrichment of Durham’s residents.

Historic Landmarks and Districts

Durham Historic Landmarks and Districts are physical remnants of the ~~city's~~ community's unique heritage preserved for current and future generations to appreciate.

Local historic landmark designations recognize individual historic properties significant for their distinctive architectural or historical association. These properties can be residential, commercial, or industrial in nature, but represent the most important individual historic properties in the City and County. A list of designated local historic districts follows.

Local historic district designations recognize groups of historic properties, significant for their collective representation of historic development patterns. Whether a district is residential or commercial in character, its buildings, streets, sidewalks, alleys, public spaces, views, and vistas are all part of the "ensemble" that creates an authentic sense of place, making it appealing to those who live, work, or visit there. Significance statements and boundary maps for each of the adopted local historic districts can be found below.

Both historic districts and landmarks are recognized and valued by the community for their authentic sense of place and the connection they maintain with our cultural history.

Local Historic Landmarks (August 2015)

<u>Property Name</u>	<u>Site Address</u>
111 W Main St Commercial Bldg	111 W Main St
1915 Commercial Building	213 W Main St
Amed Tilley Farm	6404 Amed Rd
Baldwin Building	107 W Main St
Bassett House	1017 W Trinity Ave
Bassett-Brown House	410 N Buchanan Blvd
Branson-Umstead House	1552 Hermitage Ct
Brodie L. Duke Warehouse	300 Liggett St
Bullington Warehouse	500 N Duke St
C. C. Thomas House	206 N Dillard St
C. R. Harris House	804 Hermitage Court Dr
City Garage and Fire Drill Tower	501 Washington St
Clark and Sorrell Building	323 Foster St
Clements Building	104 W Parrish St
Cobb-Toms House	914 Vickers Ave
Creighton Hall	513 Holloway St
Crowell House	504 Watts St
Dillard and Mildred Teer House	43 Beverly Dr
Dillard House	101 W Markham Ave
Dr. Hickman and Ethel Ray House	117 W Lynch St
Durham Laundry Building	209 N Church Street
East Durham Graded School	107 South Driver St
Ephphatha Church Building	220 W Geer St
Erwin Square Mill Building	200 W Main St & 707-715-723-731 Ninth St
Evans House	1401 Forestview St & 1111 Wells St
First National Bank Building	123 W Main St
Former Fidelity Bank Building	318 S Driver St
Former Herald Sun Complex	123 Market St
Former Library Building	311 E Main St
Former Liggett and Myers Tobacco Company	700 W Main St, 601 W Main St,
Complex-West Village Expansion	600 W Main St, 710 W Main St
Former Palms Restaurant Building	303-305 E Chapel Hill St
Former Public Service Building	310 E Main St
Gamble House	1307 N Mangum St
Golden Belt Manufacturing Complex	900 E Main St
Golden Belt Manufacturing Complex II	800 Taylor St
Grey Building	2020 W Main St
Greystone	618 Morehead Ave
Hackney House and Erwin Cottage	1012 W Knox St
Hardscrabble	219 Hardscrabble Dr
Hill Building	111 N Corcoran St
J. S. Manning House	911 N Mangum St

Property Name	Site Address
John O'Daniel Hosiery Mill Building	801 Gilbert St
Jourdan House	514 S Duke St
King's Daughter's Home	204 N Buchanan Blvd
Kress Building	101 W Main St
Kronheimer Building	315 W Main St
LD Rogers Furniture Building	107 E Parrish St
Leary-Coletta House	809 Cleveland St
Mabel and G. Frank Warner House	119 W Lynch St
Mangum-Wilson Building	104 E Main St
Mason-Jones House	1702 Vista St
Massey Chapel	7222 Fayetteville Rd
Maynard Mangum-Rice Diet House	1111 North Mangum St
Old Hill Building	307 W Main St
Oren Belvin House	918 N Mangum St
Original Watts Hospital	302 Watts Street
Paschall's Bakery and Studebaker Buildings	115-121 N Duke St
Paschal-Thomas House	2009 West Club Blvd
Penny Furniture Building	111 E Chapel Hill St
Percy Reade House	510 Holloway St
Plylar-Raba House	1415 N Gregson St
Powe House <u>and Erwin Cottage</u>	1503 Pettigrew St
Rogers Drugs Building	200 N Mangum St
S. Parks Alexander House	1622 University Dr
Sessoms-Markham House	1817 Chapel Hill Rd
Simpson-Umstead House	807 Hermitage Court Dr
Snow Building	331 W Main St
Teermark Building	212 W Main St
Tempest Building	102 City Hall Plz
Temple Building	302 W Main St
Venable Center	302 E Pettigrew St
Watts & Yuille Tobacco Warehouse	905 W Main St
Webb-Thompson House	1009 Burch Ave
West Village Complex	602 W Morgan St, 300 Fuller St, 210 N Duke St
Whitted House	1204 W Markham Ave
William and Margaret Lynch House	112 W Lynch St
Wilson Reinhardt Building	401 N Mangum St
Wright House	105 W Knox St
Wright's Auto Machinery Building	1005 Calvin St, 915 Holloway St
WW Card House	1110 Minerva Ave

*At the time of adoption of this document, both the land and structure were designated on all landmark designations.

Local Historic Districts

The significance of properties in each local historic district are identified within the local district preservation plan. Each plan includes a survey of each property within the district boundary and designates each property as either contributing or non-contributing to the historic character of the district. This status determines the appropriate approach to a preservation project.

Contributing properties form the foundation of a historic district. A contributing property reflects the significance of the district due to its historic associations, historic architectural details, or archaeological features. These properties were constructed or altered during the district's period of significance and retain their historical integrity. The primary objective of the criteria for contributing structures is to maintain the historical significance and integrity of the property, while allowing for compatible modifications to the property to be undertaken.

Non-contributing properties are properties that exist within the boundary of a local historic district that do not reflect the district's significance. Some of them were constructed during the period of significance, but have been so substantially altered that they no longer convey the historic significance of the district. Other non-contributing properties are more recently constructed, and therefore have not taken on historic significance. Many of these are still "compatible" with the character of the district, but do not contribute to the identified period of significance of the area. The primary objective of the criteria for non-contributing properties is to assure that any alterations will be compatible with the historic district and maintain the overall visual coherence of the district. Therefore, the HPC will review proposed changes in terms of their compatibility with the overall district setting, streetscape, and context.

Property significances can be found as follows:

<u>Cleveland Street and Holloway Street Preservation Plan:</u>	<u>Page X</u>
<u>Downtown Durham Preservation Plan:</u>	<u>Page X</u>
<u>Fayetteville Street Preservation Plan:</u>	<u>Page X</u>
<u>Morehead Hill Preservation Plan:</u>	<u>Page X</u>
<u>Trinity Heights Preservation Plan:</u>	<u>Page X</u>
<u>Watts-Hillandale Preservation Plan:</u>	<u>Page X</u>

Cleveland Street and Holloway Street Historic Districts

Period of Significance: 1880s-1920s

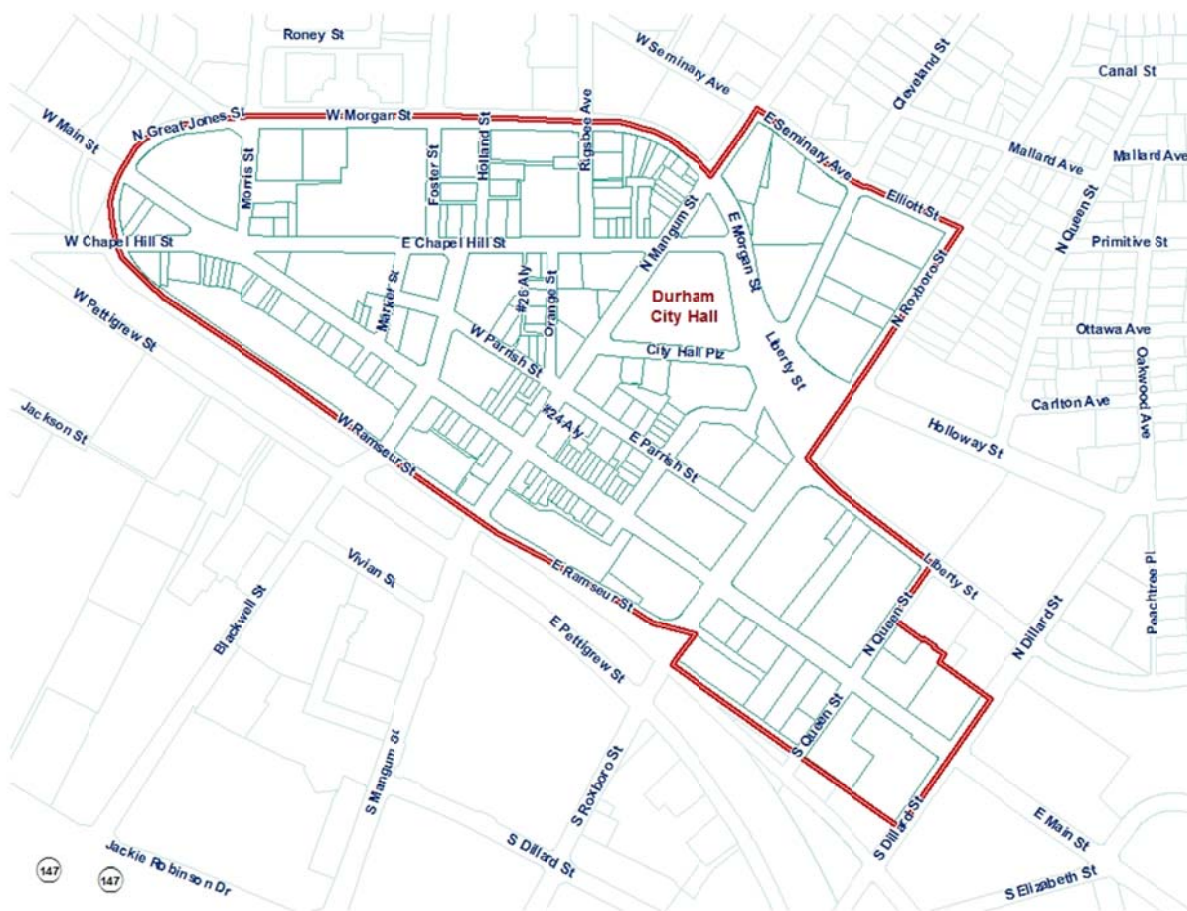
The Cleveland Street and Holloway Street Historic Districts are both surviving, intact portions of Durham's most fashionable late nineteenth-century neighborhood, originally identified by one of its most attractive streets, Dillard Street. As the finest early residential expression of the tremendous success of the eCity's young tobacco industry, the neighborhood began in the late 1860s at the east edge of the downtown area. The major landowners who spearheaded the development of the district were members of some of Durham's pioneering families. By the 1870s, leading industrialists, financiers, merchants and professionals benefitting from the rapid expansion of the eCity's industrial base were exhibiting their recently acquired wealth by constructing new houses, often substantial and elaborately decorated at the edge of the business district, convenient to their places of employment. Dillard Street, also known as "Mansion Row," was the heart of the neighborhood. From the 1880s through the 1920s, handsome Queen Anne and classically derived period revival style houses were built. The neighborhood has been recognized consistently through the decades as the greatest concentration of Durham's finest and most architecturally distinct turn-of-the-century homes.



Downtown Durham Historic District

Period of Significance: 1890s-1968

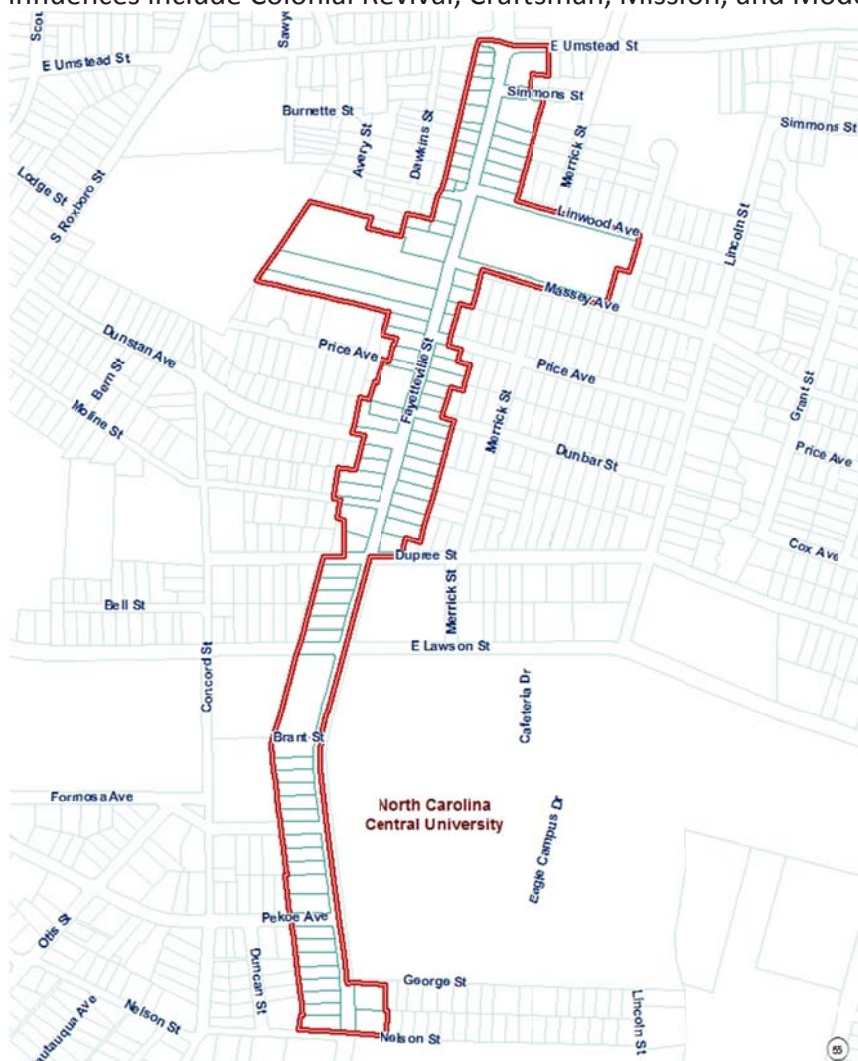
The compact Downtown Durham Historic District is a unified twentieth-century urban area containing notable Classical, Gothic, and Art Deco buildings designed by prestigious architects. This remarkable concentration of commercial, public, and ecclesiastical buildings reflects the period of Durham's golden age, its mid-twentieth-century decline, and planning approaches to alleviate the downturn. The city's commercial expansion, based principally on the tobacco industry, began about 1880 and lasted through the 1930s, attracting and creating men of wealth and position whose social and cultural ambitions for themselves and Durham are reflected in the quality, pretentiousness, and artistic conservatism of their buildings. The district's collection of commercial and institutional buildings reflects prevailing architectural styles from the period of significance, including vernacular commercial, Italianate, Classical Revival, Colonial Revival, Mission Revival, Art Deco, Moderne, and mid-twentieth-century Modernism. A number of architecturally distinctive buildings together with a highly irregular street pattern create a lively, dense urban district.



Fayetteville Street Historic District

Period of Significance: 1900—1935

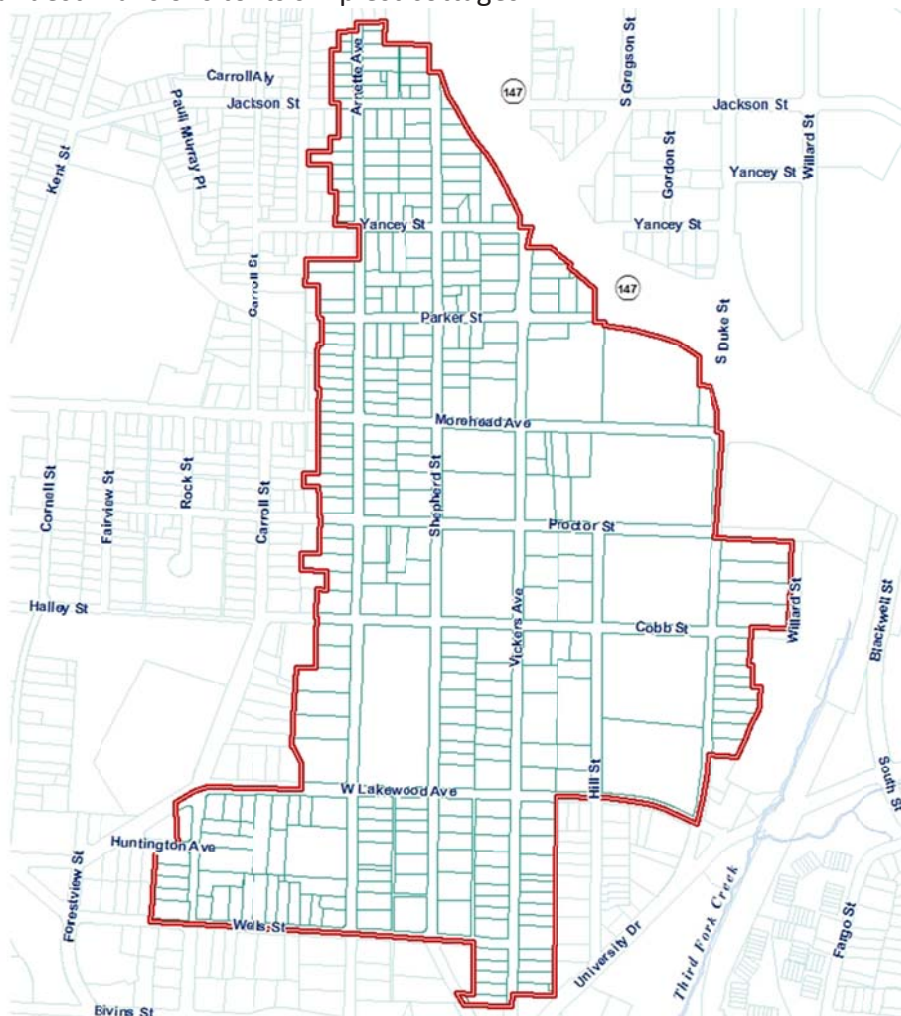
The Fayetteville Street Historic District represents the southern, and only remaining, portion of the largest historically African-American community in Durham. Development of the neighborhood in the racially segregated early-twentieth century Durham was in direct response to the rise of the tobacco industry and the rapid growth of the eCity during that period. More importantly, the district exemplifies the self-sufficiency of the black community and the growing African-American middle-class in Durham during this period. The influence of primary black institutions on the neighborhood, including the North Carolina Mutual Life Insurance Company, Lincoln Hospital, and North Carolina Central University, is evident in the architecture and planning of the district as well as the health, education, and financial stability of its residents. Hayti, the African-American business district, stood just north of the neighborhood; it paralleled downtown Durham several blocks away, providing goods and services as well as work opportunities to the black community. The Fayetteville Street Historic District is a largely intact early-twentieth century, center-city neighborhood with architectural resources ranging from simple triple-A and Foursquare forms to Bungalows, Minimal Traditional, and Ranch forms. Stylistic influences include Colonial Revival, Craftsman, Mission, and Moderne styles.



Morehead Hill Historic District

Period of Significance: 1890—1950

The Morehead Hill Historic District is a complex and varied collection of housing important for its architecture and for the unique way in which it developed as one of Durham's first suburbs. Its initial development was strongly affected by early landowners, the Proctors and William Gaston Vickers. The Proctor heirs' disposition of their undeveloped land at the north end of the district was a classic reaction to the new trolley line, evident today in the array of popular houses types built by Durham's growing middle class. By contrast, elsewhere in the district, William Gaston Vickers sold parcels of his farm for residential development over a period of five decades, beginning in the 1870s. Among his first buyers were two of Durham's most influential businessmen, banker Eugene Morehead, after whom the neighborhood is named, and industrialist George W. Watts. They purchased several tracts, established the area's exclusive reputation with their adjoining estates, and helped to induce numerous family members and business associates to build their houses nearby. Often construction necessitated removal of an older sound, but no longer stylish, house to another lot in the vicinity, a common practice unique in its frequency to the Morehead Hill Historic District. The district contains an eclectic mix of residential structures from the early decades of the twentieth century that range from Durham's grandest mansions to its simplest cottages.



Trinity Heights Historic District

Period of Significance: 1900—1935

The Trinity Heights Historic District stands as an important reflection of Durham's coming of age that began in the 1890s. Once financial security had been assured with a healthy and diversifying industrial base, the men responsible for that security—Julian S. Carr, the Dukes, Richard H. Wright and others—turned their attention to the public services and cultural amenities essential for Durham to become a thriving, progressive eCity. In 1890, Carr and Washington Duke attracted rural Trinity College to Durham with their offers of a site and substantial funding. The relocation of the college and the primitive trolley system begun a few years earlier together prompted real estate development beyond the eCity limits near Trinity College, beginning with Carr and Wright's Trinity Heights at the north edge of the campus. However, it was not until 1901 when Wright announced his new efficient trolley system that there was any significant suburban development in Durham. Lot sales in Trinity Heights increased immediately.

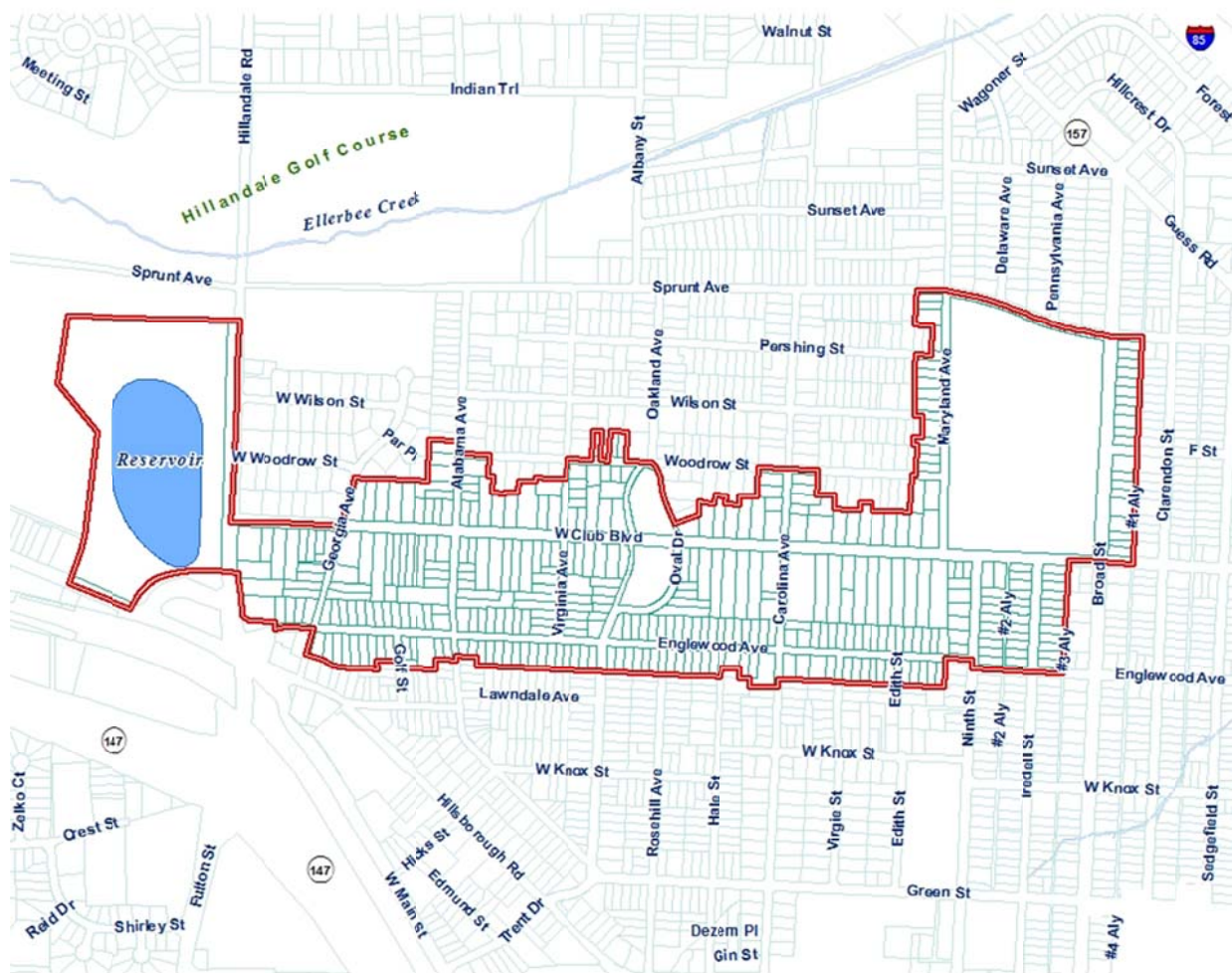
The neighborhood grew rapidly over the next three decades, attracting successful businessmen and professionals as well as many Trinity College faculty and administrators. Architecturally, the district is one of Durham's most important areas, serving as a lexicon of the eCity's fashionable residential and institutional architecture of the late 1890s to the 1950s. Its building styles range from the scattered Queen Anne-style houses constructed during the early twentieth century, to the Bungalows built in the 1920s and again in the later 1930s, to the post World War II infill with small Minimal Traditional style houses and the introduction of a few Ranch houses in the 1950s. The district also includes a number of early twenty-first century infill homes designed in traditional house forms.



Watts-Hillandale Historic District

Period of Significance: 1910—1950

The Watts-Hillandale Historic District in northwest Durham is a compact, residential district consisting of six blocks of Club Boulevard and Englewood Avenue between the former Watts Hospital campus and the Durham Waterworks, as well as several blocks along each of the perpendicular streets connecting these two major thoroughfares. Watts Hospital opened in 1909 on a wooded rural tract north of town donated by philanthropist George W. Watts. When businessman John Sprunt Hill built a country club on land six blocks west in 1912, the intervening farmland quickly became a fashionable subdivision. The Durham trolley line was extended out to Watts Hospital by 1910, and down Club Boulevard to the new Durham Waterworks, just beyond Hill's country club, by 1912. The West End Land Company subdivided the Club Boulevard area as Club Acres in 1913, with a picturesque creekside park in the middle. Club Acres slowly built up with large, comfortable middle-class houses of doctors, businessmen, and professionals in the late 1910s and 1920s. Hill's Durham Loan and Trust Company subdivided Englewood, with lots bordering Englewood Avenue in 1912. Middle and working-class Bungalows were built on the smaller lots in the 1910s, 1920s, and 1930s.



Durham Historic Preservation Commission

The Durham Historic Preservation Commission (HPC) was established in 1992 with the combination of the City's Historic Districts Commission and the County's Historic Landmarks Commission by the City Council and County Board of Commissioners. The HPC consists of nine members appointed for overlapping three-year terms. A majority of HPC members must have demonstrated experience, education, or special interest in history, architecture, archaeology, or related fields. All commission members must reside within the City or County.

It is the general responsibility of the HPC to advise the City Council and County Board of Commissioners on the establishment of historic districts and on their respective historic preservation plans and local historic landmarks; to undertake an inventory of properties of historical prehistorical, architectural, and/or cultural significance; to issue Certificates of Appropriateness for any exterior building or site modifications, new construction or demolition within local historic districts or local historic landmarks; ~~and~~ to educate the public about the community's historic resources and their preservation; and has the right to carry out other powers as described in the North Carolina General Statutes § 160A-400.8.

The staff of the Durham City-County Planning Department is responsible for providing assistance to the HPC. Staff produces the preservation plans for proposed historic districts, processes applications for Certificates of Appropriateness, and provides the HPC and the public with technical assistance.

National Register of Historic Places

The National Register of Historic Places is the official list of the nation's historic places worthy of preservation, including both historic districts and individual properties. The National Register was authorized by the National Historic Preservation Act of 1966 and is administered by the National Park Service through each State Historic Preservation Office (SHPO).

Listing on the National Register allows recognition of our most important historic resources and provides access to ~~f~~Federal and state tax credits for the rehabilitation of these properties. National Register listing does not include any restrictions on the use, treatment, transfer, or disposition of private property unless it involves Federal funding. In contrast to local district and landmark designation, the National Register program does not involve overlay zoning or a local design review process. However, properties that utilize ~~f~~Federal or state tax credits must comply with the Secretary of the Interior's Standards for the required period of time. For information about National Register nominations or state and ~~f~~Federal tax credits contact the NC SHPO.

Certificate of Appropriateness

Like all buildings and neighborhoods, Durham's local historic districts and landmarks continue to change and evolve over time. The Historic Preservation Commission (HPC) reviews changes proposed by property owners ~~only if the change will alter~~on the ~~building~~exterior of the structure or ~~to~~ the ~~building~~site. In this design review process, ~~plans are examined and applications must be submitted and approved~~evaluated before work is ~~done~~begun. It is the ~~Historic Preservation Commission~~HPC's role to determine if the proposed changes are compatible with and not in congruous with the historic character of the district or landmark property. The preservation plans for each historic district and the nomination of each local landmark describe the historic and architectural character of each district or landmark. Through the design review process the ~~Commission~~HPC determines whether the proposed change is consistent with and compatible with that historic and architectural character and these criteria. If so, it issues a Certificate of Appropriateness (COA) for the proposed change.

A COA is an official document that certifies that exterior changes to a property located in a local historic district, or a property designated as a local historic landmark, are in keeping with the design review criteria established for each district or landmark. This requirement applies to all properties located within a local historic district, regardless of age or significance. Any changes to the exterior of a property or to a site require a COA. This includes, but is not limited to, new construction, alterations and additions, restoration of buildings, walls and fences, paving, landscaping, above-ground utilities, lighting, signage, roofing, siding, windows, and doors. A COA is required whether or not the modification to the exterior or the site is visible from the public right-of-way.

The HPC's review of certificates of appropriateness follows a quasi-judicial public hearing process to limit the amount of discretion in approving requests. The discretion is limited to how a project does or does not meet the applicable review criteria, and the hearing provides the public forum for the HPC to receive the evidence necessary to make the determination. Thus, it is the responsibility of the applicant to provide the necessary evidence in support of the project. That evidence can take the form of design or construction documents, historical documents, and expert/first-person testimony. Other members of the public may also testify for or against the proposal and are held to the same evidentiary requirements as the applicant.

In reviewing COAs, the HPC considers the feasibility of a proposal meeting applicable criteria. While compliance with the criteria as written is expected, in some cases the applicant (or others testifying) may provide evidence (as per above paragraph) to the HPC that shows that compliance with a particular criterion is not feasible. The considerations of feasibility are described in the "Defined Terms" section below.

Process

COAs should be applied for prior to starting work on a project. Applications are available on the Planning Department's website.

There are four classifications of work, each have different levels of review. These include maintenance (no review), administrative COAs (staff review), minor COAs (HPC review), and major COAs (HPC review).

- The HPC's Rules of Procedure and the Normal Maintenance section below narrowly define items considered maintenance for review purposes. Such tasks do not require COA approval and include items such as repainting a previously painted surface or replacement of small amounts of material that results in no change in appearance, design, or material.
- Administrative COAs generally include requests for small modifications, landscaping and site work, rear decks, and other items that will not alter the original character of the structure or site.
- Minor COAs include modifications to building or site elements that may impact the original character of the structure or site but do not include the construction of new square footage. A pre-submittal conference with Planning staff is required. Adjacent property owners are given mailed notice of the HPC meeting as part of the commission's quasi-judicial process.
- Major COAs are required for construction of new structures and additions as well as demolition or relocation of historically significant structures. A pre-submittal conference with Planning staff is required. Adjacent property owners are given mailed notice of the HPC meeting as part of the commission's quasi-judicial process.

A full list of work items and the level of COA they require is on the HPC's website in the "Work Requiring a Certificate of Appropriateness" document. Additionally, Planning staff is available to answer questions, provide technical resources and suggestions, and guide you through the application process.

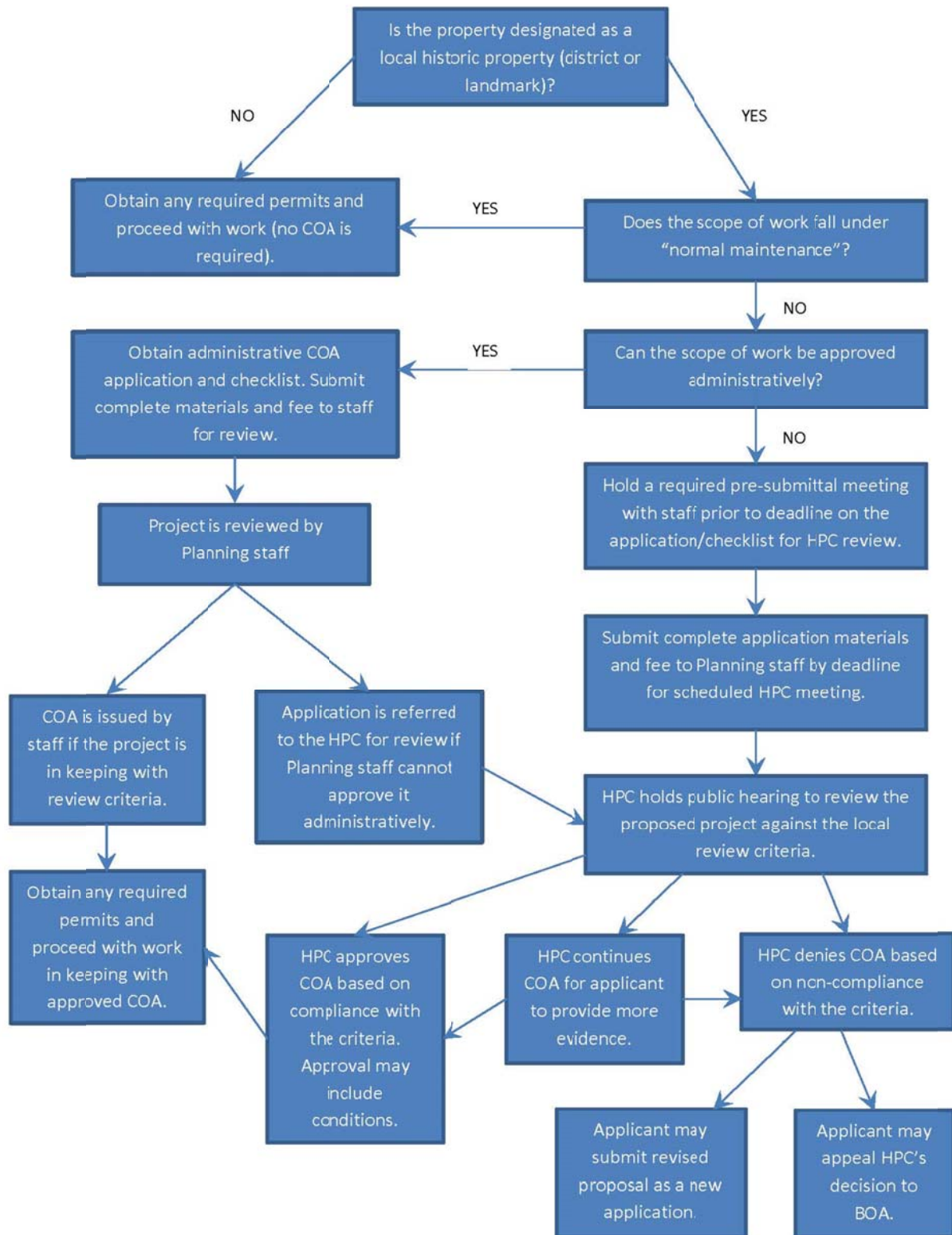
Appeals

An applicant may appeal any action granting or denying a Certificate of Appropriateness to the Board of Adjustment, excluding actions involving the State of North Carolina (in which case the appeal is heard by the NC Historical Commission). An application for Appeal to the Board of Adjustment must be filed within 30 days following the receipt of the Commission's decision. Appeals are in the nature of certiorari.

Compliance

Failure to obtain a COA prior to undertaking work could result in delays in permitting and the issuance of a Notice of Violation. Since these local historic designations are part of Durham's zoning regulations, the property owner may be subject to daily fines for every day of non-compliance after receiving a Notice of Violation. If you have undertaken work without approval, please contact the Planning staff immediately to discuss options for rectifying the situation.

COA Process Overview



Defined Terms

When applying these review criteria, the Commission balances a combination of objectives. While the criteria attempt to give applicants clear direction, there will always be an element of subjectivity in the Commission's review, particularly because of the importance of designing in context within historic districts. In order to help applicants understand how the Commission will apply the criteria and provide further information on how somewhat subjective terms will be used we have included the following Defined Terms that are found throughout the criteria, above and beyond those simple definitions included in the glossary.

Compatible

References to compatibility in the review criteria indicate that the ~~design, detailing, materials, or other aspects of the~~ proposed work must be respectful of, not ~~detract from~~ incongruous with, and make reference to character of the historic district or landmark while not requiring replication of historic elements ~~in design, detailing, materials or other aspects.~~ Compatibility is achieved through careful attention to the following aspects of the proposal: setback, orientation, scale, massing, height, proportion, rhythm, materials, architectural details, and landscape features. The proposal does not need to match district properties in these areas, and does not necessarily need to be similar to district structures in all of these areas. However, the overall proposal must share basic key design elements (setback through height in the above list) and some secondary design elements (proportion through landscape features in the above list) with district properties. The compatibility of each proposal will be assessed with the specific district the property is located within or the specific landmark property under consideration. Given the range of variability within each of the district's the interpretation of compatibility in one district may vary from that in another. This definition of compatibility allows for use of today's materials and construction techniques and does not mean an exact duplicate of historic properties.

Character-Defining Elevations

A character-defining elevation is a primary and architecturally distinctive elevation of a building that defines its architectural character (elevation includes the building walls and roof). In most instances character-defining elevations will include only the front elevation of the structure; however if the property has multiple street frontages any street-facing elevations may also be considered character-defining elevations. In addition, ~~Where~~ where a landmark property has been designated, in full or part, due to its architectural significance, all elevations except the rear ~~are shall be~~ considered character-defining. ~~Where landmark properties have not been designated for their architectural significance and for district properties, only the primary elevation shall be considered character-defining.~~

A character-defining roof form is highly visible and may be an unusual or dramatic shape (such as gambrel or mansard) and/or may utilize distinctive roof elements (such as prominent dormers) or materials (such as slate, terracotta tiles, tin, etc.) not commonly found in Durham's historic districts.

Feasible

In this document, “feasible” means capable of being accomplished in a successful manner within a reasonable period of time, taking into account economic, environmental, legal, social, and technological factors. ~~This term is used in some criteria in this document to indicate that, w~~While meeting ~~the a~~ particular criterion in full is usually required, there may be instances in a specific application in which it may not be possible to do so. For example, there may be some extremely deteriorated conditions where repairing a feature may not be a reasonable approach. In all cases, the HPC shall make the determination of what is feasible based on evidence ~~provided by the applicant~~. It is the responsibility of the applicant or other parties to submit evidence to the HPC to determine whether meeting a particular criterion is feasible in a specific instance. The standard used to show infeasibility will be more stringent for Landmark properties, due to the relative importance of these structures.

Integrity

Integrity is the ability of a property to convey its significance and authenticity. Integrity is grounded in an understanding of a property’s physical character-defining features and how they relate to its significance. Historic properties either retain integrity or they do not. The National Register of Historic Places identifies seven aspects or qualities that, in various combinations, define integrity. These criteria are: location, design, setting, materials, workmanship, feeling, and association. To retain historic integrity a property will always possess several, and usually most, of the aspects. The retention of specific aspects of integrity is paramount for a property to convey its significance.

Maintenance

The historic property approval requirements allow for certain scopes of work to be considered “normal maintenance” and to therefore be conducted without obtaining a certificate of appropriateness (COA).

According to paragraph 3.17.2A of the *Unified Development Ordinance*, “nothing in this Ordinance shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature in the historic district or on an historic landmark which does not involve a substantial change in the design, material, or outer appearance thereof provided that any required building permit is obtained.”

This category includes types of work that are specifically deemed by the Historic Preservation Commission to not have a significant impact on the overall historic character of the district or landmark and therefore do not require review. However, other permits may be required for this work. This information can be used as a guide in determining whether a COA is required, but should be verified with the Commission’s adopted Rules of Procedure or Planning staff to ensure the information is current. Note: any repairs or replacement must use matching material to fall under “normal maintenance.”

For All Properties

- All interior work so long as it has no exterior impact (i.e. window replacement is not considered interior work for these purposes).
- Minor repairs to windows including caulking or reglazing and replacement of window glass as long as window size and style is not altered.
- Minor repairs to doors, siding, trim, gutters, flooring, steps, fences and walls etc as long as the replacements match existing materials in scale, style, design, and materials.
- Roofing work, foundation work, and chimney work if no change in appearance occurs. Replacement of roofing material with matching material.
- Removing screen doors or storm windows.
- Caulking and weather stripping.
- Exterior painting of a previously painted surface, including when a change of color is proposed.
- Replacement of existing mechanical equipment (including vents).
- Repairing or repaving of flat paved areas such as driveways, walkways, and patios, if the material used is the same or similar in appearance.
- Installing landscaping, including vegetable and flower gardens, shrubs, and trees. Landscape maintenance, including pruning trees and shrubs ~~(except where the landscaping is used to screen mechanical equipment or utilities).~~ (This does not include removal of landscaping required to screen mechanical equipment or utilities.)
- Real estate, political signs, temporary or incidental signs less than two square feet in area.

- Curb, gutter, and pavement work that follows the Public Works Procedural Approach for Preserving Granite Curbs in Historic Districts.
- Removal and/or replacement of street trees in the right-of-way with review and approval by the Urban Forestry Manager.

For Non-Contributing Properties

- Painting of non-historic material, whether previously painted or not.
- Installation of pre-fabricated outbuildings or out-buildings that are 80 square feet or less when located in the rear yard.
- Modifications to or demolition of outbuildings.
- Addition of new rear decks or porches.
- Modification, installation, or replacement of windows and doors not facing the street.
- Addition of screen doors or storm windows.
- Alteration or replacement of roof materials.
- Installation of skylights and solar panels not visible front the street.
- Installation of gutters.
- Alterations of architectural details, cladding material.

Residential Districts

The majority of Durham's local historic districts are primarily residential in character. The designated districts that fall under these criteria include Cleveland Street, Fayetteville Street, Holloway Street, Morehead Hill, Trinity Heights, and Watts Hillandale. The below criteria are specific to these district because of the development patterns and building types held in common by these districts. These areas are significant for their collection of historic structures in various styles with a distinctly different character than that of the Downtown Durham local historic district. This section includes criteria for contributing properties, for non-contributing properties, and for right-of-way work. Greatest care must be taken when modifying contributing properties as they make up the historic character of the district. Modifications to non-contributing properties and work in the right-of-way must not be incongruous with~~detract from~~ the ~~overall~~ historic character of the district but otherwise are allowed more flexibility.

For any district properties where cemeteries or archaeological resources are present, the Cemeteries and Archaeology sections shall also apply. Only those paragraphs below relevant to the proposed scope of work will be applied in the COA review process.

Contributing Properties (Residential)

These criteria apply to all local historic district properties that are designated in the Preservation Plan as contributing to the historic character ~~in the Preservation Plan~~ of the residential historic districts (Cleveland Street, Fayetteville Street, Holloway Street, Morehead Hill, Trinity Heights, and Watts-Hillandale).

A. General

1. It is not appropriate to create a historic style not original to the historic structure. It is not appropriate to add architectural details or ornamentation not compatible with the style of the structure.
2. When changes are required due to code requirements for accessibility and life/safety, modify the historic element or structure to the minimum extent necessary.
3. Undertake new additions and alterations to the structure in a manner that, if they were to be removed in the future, the essential form and integrity of the original structure would be unimpaired. When attaching to the structure, ~~damage~~alter historic building material to the minimum extent possible.
4. It is not appropriate to obstruct significant views of historic structures.

B. Roofs

1. It is not appropriate to modify character-defining original roof forms.
2. It is not appropriate to ~~place additions of~~add dormers, monitors ~~or~~and clearstories ~~on to~~ the street-facing ~~and or~~ character-defining elevations. If added, place these elements to minimize their visibility from the street and design to be compatible with the style of the historic structure.
3. Retain historic gutters and downspouts, ~~where feasible~~. Select new gutters and downspouts appropriate to the style of the structure in design, material, color, and placement.
4. Roof Materials
 - a. Retain and repair original roof material ~~that remains intact, where feasible~~. Material may be consolidated and used ~~in the most prominent location on street-facing or character-defining elevations where feasible~~.
 - b. Retain slate, tile, and other character-defining roof materials on structures where these materials were original, ~~where feasible~~. Replacement simulated materials may be used so long as they closely match the design in shape, size, color, exposure, and texture of the original material.
 - c. Select replacement roof materials ~~and material style~~ from historic roof materials found in the district.
 - d. Modern roof materials may be used on flat roofs where they are not visible from the adjacent right-of-way.
 - e. Select modern metal roof materials that match historic material profiles.
5. Retain historically significant roof elements and features, ~~where feasible~~. It is not appropriate to encapsulate exposed masonry chimneys with non-original material.

6. Where deteriorated beyond repair, design and select replacement roof elements and features to match the style of the original in form and detail.
7. It is not appropriate to introduce new roof elements and features that ~~detract from~~ are not incongruous with the overall character of the historic property.
8. Modifications to original roof elements shall retain the form, material, and detailing.
9. ~~For R~~rooftop utilities, mechanical equipment, skylights, and solar arrays follow the provisions in the Utilities and Mechanical Equipment section below.

C. Exterior Walls, Trim, and Foundations

1. Retain and repair historic exterior cladding and trim material (such as masonry, metal panels, siding) ~~where feasible~~.
2. It is not appropriate to cover historic cladding or trim material.
3. Select replacement siding and trim material to match the historic material in design, cross-section, profile, reveal, and texture. Intact historic material may be consolidated and used ~~along the most~~ on street-facing or character-defining elevations.
4. Select replacement masonry to match the historic material in type, unit size (excluding depth), mortar joint thickness and tooling, bond, texture, finish (such as parging), and color.
5. It is not appropriate to add new architectural details that are not compatible with the style of the structure.
6. Select infill material between masonry foundation piers to be compatible with the historic material. Inset infill material from the face of the piers to distinguish from the original material.
7. It is not appropriate to strip wooden surfaces that were historically painted and apply clear stains or sealer to create a natural wood appearance.
8. It is not appropriate to paint or coat original exterior materials such as stone, brick, metal, or concrete surfaces that were not painted or coated historically.

D. Storefronts (applies in addition to Doorways and Doors and Window Openings and Windows)

1. Retain original storefront openings, kickplates, storefront windows, transoms, materials, recessed entries, tiles, foundation sills, cornices, and any other architectural details ~~where feasible~~.
2. If original materials or elements are missing or deteriorated beyond repair, reconstruct storefront elements to be compatible with historic documentation of the structure or with other historic storefronts, using materials with the same appearance as the historic materials.
3. Retain or reintroduce historic recessed entries and cornices. Where reintroducing these elements the new shall be compatible with historic precedents in scale, material appearance, and placement on the structure.

E. Doorways and Doors

1. Retain character-defining and street-facing doorways in their original design, shape, and location and with their associated features.

2. When doorways are modified, added, or removed on non-character-defining, non-street-facing elevations, retain the overall rhythm and proportion of openings on the structure.
3. Retain original doors in place on street-facing elevations ~~where feasible~~. Select new and replacement doors to be compatible with the style of the structure.
4. Select new and replacement storm and screen doors to minimize the obstruction of original doors.
5. It is not appropriate to install garage doors on character-defining and street-facing elevations unless historically present in that location. Select garage doors to be compatible in design and material with the structure.

F. Window Openings and Windows

1. Retain window openings in their original size, proportion, and location on street-facing and character-defining elevations.
2. When window openings are modified, added, or removed on non-character-defining, non-street-facing elevations, retain the overall rhythm and individual proportion of window openings on the structure.
3. Retain and repair original windows ~~where feasible~~. Window components may be consolidated and used in the most prominent location. Retain all original window details ~~where feasible~~.
4. Where repair of original windows and window details is not feasible, select new or replacement windows that conform to the shape, proportion, and configuration of window lights (panes) of windows original to the structure. Select materials for replacement windows and details to match the characteristics of the original material. It is not appropriate to install vinyl windows.
5. Uncover, repair, and reconstruct any original windows and window details that have been covered over or filled in.
6. Select triple grid muntins (interior, internal, and exterior) on simulated divided light windows.
7. It is not appropriate to use darkened, shaded, or reflective glass.
8. Select storm windows to conform in color, size, and style to the existing windows. It is not appropriate for storm windows to obscure original windows.
9. It is not appropriate to add non-functional shutters unless original to the structure.
10. It is not appropriate to install window-mounted heating and air conditioning units on character-defining and street-facing elevations.

G. Canopies and Awnings

1. Locate new canopies and awnings to conform to the appropriate historic placement on the structure.
2. Design canopies and awnings to be compatible with the structure in size, scale, style, material, and graphics.

3. It is not appropriate to install new canopies and awnings on character-defining and street-facing elevations if not historically appropriate to the style of the structure.

H. Additions

1. It is not appropriate to place additions on the front elevation of a structure. Attach additions to the rear of the structure ~~where feasible~~. Locate side additions behind the front plane of the existing structure.
2. It is not appropriate to construct an addition that ~~will detract from~~ is incongruous with the overall historic character of the primary building or that will remove or obscure a character-defining elevation.
3. Design additions to be distinguishable from the original structure through placement and/or design. Design additions to be compatible with, and subordinate to, the historic ~~building-structure~~ in mass, proportion, ~~height~~, general amount of and pattern of window and door openings, roof shape, materials, and finish. Design the height of additions to be compatible with the historic structure and to be subordinate to the historic structure when viewed from the street.
4. It is not appropriate to construct an addition that will significantly change the proportion of overall built mass to open space on the site.
5. It is not appropriate for additions to residential buildings to alter the primary roof form of the structure or to modify character-defining original roof forms.

I. Porches, Stoops, and Balconies

1. Retain historic porches, stoops, and balconies on street-facing or character-defining elevations ~~where feasible~~.
2. When historic porches, stoops, or balconies are deteriorated beyond repair, reconstruct these elements to match the design, size, and pattern of the original element. Select replacement materials to match the appearance of the historic materials.
3. It is not appropriate to enclose, screen, or remove porches, stoops, and balconies on character-defining elevations.
4. It is not appropriate to add railings to front porches and stoops where they did not historically exist unless required for safety.
5. It is not appropriate to add or extend porches, stoops, and balconies on character-defining elevations unless reconstructing documented historic features.
6. Design and place additions to, or expansions of, porches, stoops, and balconies on non-character-defining elevations to utilize compatible architectural details and materials.
7. It is not appropriate to add incompatible details on porches, stoops, and balconies.

J. Decks and Screened-in Porches

1. Locate new decks and screened-in porches on non-character-defining elevations, typically the rear elevation, and inset them from the corners of the structure ~~to not detract~~not incongruous with ~~from~~ the overall character of the historic structure or the district.
2. Design decks and screened-in porches to be compatible with the historic structure in style, material, scale, and proportion.

K. Stairs, Ramps, and Railings

1. Retain historic front stairs, ramps, and railings with their original architectural details and materials ~~where feasible~~.
2. When these elements are deteriorated beyond repair, reconstruct stairs, ramps, and railings to match the design, size, and material appearance of the original.
3. Design new stairs, ramps, and railings to be compatible in design and scale with the historic structure.
4. It is not appropriate to place new fire escapes and egress stairs on character-defining elevations. Locate and design these features to minimize their visibility from the street.

L. Accessory Structures

1. Design any modifications to historic accessory structures to be in keeping with the above sections.
2. Design any modifications to non-historic accessory structures to be compatible with the existing primary structure and ~~to not detract from~~not incongruous with the significance of the property or the district.
3. New Structures
 - a. Locate new accessory structures to ~~be compatible with the historic placement of accessory structures~~the rear or side of the primary structure ~~within the district~~ and to protect significant views of the property.
 - b. Design new accessory structures to be clearly subordinate to the primary structure.
 - c. Design new accessory structures to be compatible with the architectural style of the primary structure.
4. Appropriate exterior materials include:
 - a. Original materials found on contributing structures throughout the district.
 - a. The modern equivalent (same outward appearance and feel) of original materials found on contributing structures throughout the district.
 - b. Other durable modern materials deemed compatible by the Historic Preservation Commission.

M. Site Work

1. Landscaping

- a. Replace diseased and dying trees with new canopy and street trees compatible with the historic character of the property and with regard to native species, density, mature height, and drought resistance approved by the Urban Forester.
- b. In siting new construction or building additions, preserve ~~large-mature~~ trees and significant views that contribute to the historic character of the property and district ~~where feasible~~.

2. Fences and Walls

- a. Retain and repair historic fences and walls, ~~where feasible~~. If repair is not feasible, replace historic fences and walls to match the original in design and location, using materials with the same characteristics as the historic material.
- b. Introduce new fences and walls only in configurations and locations that are typical of the historic property and district and that do not obscure character-defining elevations.
- c. It is generally not appropriate to introduce chain link or vinyl fencing and exposed concrete block walls to historic properties.
- d. It is not appropriate to coat or cover over historic fences or walls with contemporary materials or coatings.

3. Walkways, Driveways, and Parking Areas

- a. Retain the location, extent, and material of historic walkways, driveways, and off-street parking areas.
- b. Locate new walkways, driveways, and off-street parking areas to ~~respect and~~ preserve the topography of the site, mature trees, and other significant site features ~~where feasible~~.
- c. Design new walkways, driveways, or off-street parking areas to be compatible in location, size, configuration, scale, and material with the historic character of the property and the district.

4. Utilities and Mechanical Equipment

- a. Locate mechanical and telecommunications equipment (including vents, fans, and co-located ~~WCF~~ wireless communication facilities) to minimize visibility from the street.
- b. Select and locate rooftop appurtenances (such as solar devices and skylights) to minimize their visibility from the street. When located on character-defining elevations and roofs, select solar devices that mimic the roof material on the structure.

5. Lighting, Signage, and Art

- a. Retain and preserve historic exterior light fixtures, signage, and art ~~where feasible~~.
- b. Introduce new site and building lighting, signage, and art that is compatible with the style of the structure and the historic character of the district.

- c. It is not appropriate to introduce signage or art that covers a large portion of the character-defining elevation or any significant architectural features.
- d. Illuminate new signage, if desired, in a manner compatible with the historic character of the property.

N. Relocation and Demolition

1. Work with the HPC to pursue all alternatives to the proposed demolition or relocation of a historic structure.
2. If the original setting of the structure is within a historic district, submit a site plan for proposed development or treatment of the original site after demolition or relocation of the structure to the HPC prior to the move or demolition.
3. Protect significant site features of the original site, the new site, and the route of the move during relocation.
4. Follow the new construction standards for placement when relocating a structure within the district or to another district or landmark property.
- ~~5. Prior to demolition, record the historic structure(s) and its context through photographs and other graphic and written documents and submit to the HPC.~~
- ~~6.5.~~ When a site becomes vacant due to relocation or demolition, stabilize the site including planting of ground cover, grass, or other appropriate landscape or hardscape material.

Non-contributing Properties (Residential)

These criteria apply to all local historic district properties that are designated as non-contributing to the historic character in the Preservation Plan of the residential historic districts (Cleveland Street, Fayetteville Street, Holloway Street, Morehead Hill, Trinity Heights, and Watts-Hillandale).

A. Existing Structures

1. ~~It is not appropriate to modify structures to create a false sense of history.~~ Modifications to structures shall not completely change the architectural style of the original structure.
2. Design modifications to windows and doors to have a rhythm and order compatible to ~~other~~ contributing structures within the district when visible from the street.
3. Design roof modifications to be compatible with ~~other~~ contributing structure roof forms within the district.
4. Orient primary entrances to face the street.
5. Design additions (such as porches, stoops, decks, upper floors, expanded floor area, etc.) with scale, height, proportion, and massing to be compatible with that of the existing structure and ~~other~~ contributing structures within the district.
6. Locate additions to retain a ~~consistent~~ front setback consistent with contributing structures in the district.
7. Where garage additions are proposed on the front elevation, it is not appropriate for the garage to project beyond the front elevation of the structure, nor to comprise more than 40% of the width of the ~~front primary~~ elevation.
8. Design modifications to existing accessory structures to be compatible with the existing primary structure and ~~to not detract from~~ not incongruous with the historic character of the district.
9. **Materials**
 - a. Appropriate materials include:
 - i. Original materials found on contributing structures throughout the district;
 - ii. The modern equivalent (same outward appearance and feel) of original materials found on contributing structures throughout the district; and
 - iii. Other durable modern materials deemed compatible with materials found on contributing structures throughout the district by the Historic Preservation Commission.
 - b. It is not appropriate to install hollow profile siding or trim. It is generally not appropriate to install new cladding material over existing material.

B. New Structures

1. Placement

- a. Locate new primary structures to be compatible with the predominant placement of ~~such similar~~ structures in the blockface and within the district.
- b. It is not appropriate to obscure significant views of historic structures within the district in the placement and design of new structures.
- c. Place new accessory structures to the side or rear of the primary structure.

2. Scale, ~~and~~ Height, and Massing

- a. Design new structures to be compatible in scale, height, proportion, and massing with contributing structures in the blockface and within the district. Break down massing of structures to no more than 125% of the average width of contributing structures in the district (such as by recessing the footprint of the structure at such intervals).
- b. Design new accessory structures to be clearly subordinate to the primary structure.

3. Design Elements

- ~~a. It is not appropriate to design new structures to create a false sense of history.~~
- a. Design new structures to provide a rhythm and order of doors and windows along street-facing elevations compatible with contributing structures in the blockface and within the district.
- b. Design roof forms to be compatible with contributing structures in the district.
- c. Design porches ~~with a minimum depth of six feet and~~ to have a compatible-comparable depth with other porches within the district.
- d. Orient the primary entrance towards the street.
- e. Where garages are proposed on the front elevation, it is not appropriate for the garage to project beyond the front elevation of the structure, nor to comprise more than 40% of the width of the front elevation.
- f. Design new accessory structures to be compatible with the architectural style of the primary structure.

4. Materials

- a. Appropriate exterior materials include:
 - i. Original materials found on contributing structures throughout the district;
 - ii. The modern equivalent (same outward appearance and feel) of original materials found on contributing structures throughout the district; and
 - iii. Other durable modern materials deemed compatible with materials found on contributing structures throughout the district by the Historic Preservation Commission.
- b. It is not appropriate to install hollow profile siding or trim.

C. Site Work

1. Landscaping

- a. Replace diseased and dying trees with new canopy and street trees compatible with the historic character of the district and ~~with regard to native species, density, mature height, and drought resistance~~approved by the Urban Forester. Removal of healthy, mature canopy and street trees is only allowed if sanctioned by the Urban Forester.
- b. In siting new construction or additions, preserve ~~large-mature~~ trees and significant views that contribute to the historic character of the district ~~where feasible.~~

2. Fences and Walls

- a. Introduce new fences and walls only in configurations and locations that are typical in the historic district and do not obscure significant views in the district.
- b. It is generally not appropriate to ~~introduce-use~~ chain link or vinyl fencing and exposed concrete block walls to properties.

3. Walkways, Driveways, and Parking Areas

- a. Locate new walkways, driveways, and off-street parking areas to ~~respect and~~ preserve the topography of the site, mature trees, and other significant site features ~~where feasible.~~
- b. Design new walkways, driveways, or off-street parking areas to be compatible in location, size, configuration, scale, and material with the character of the district.

4. Utilities and Mechanical Equipment

- a. Locate mechanical and telecommunications equipment (including vents, fans, and co-located ~~WCF~~wireless communication facilities) to minimize visibility from the street.
- b. Select and locate rooftop appurtenances (such as solar devices and skylights) to minimize their visibility from the street. When located on character-defining elevations and roofs, select solar devices that mimic the roof material on the structure.

5. Lighting, Signage, and Art

- a. Introduce new site and building lighting, signage, and art that is compatible with the style of the structure and the historic character of the district.
- b. It is not appropriate to locate new lighting, signage, or art that obstructs views of historic structures within the district.

D. Relocation and Demolition

1. Submit to the HPC a site plan for proposed development or treatment of the property after demolition or relocation of the structure prior to the move or demolition.
2. Protect significant site features of the original site, the new site, and the route of the move during relocation.

3. Follow the new construction standards for placement when relocating a structure within a district or to another district or landmark property.
4. When a site becomes vacant due to relocation or demolition, stabilize the site, including planting of ground cover, grass, or other appropriate landscape or hardscape material.

Rights-of-Way (Residential)

These criteria apply to work within the right-of-way.

- A. Retain or reestablish right-of-way patterns (such as streets, alleys, and sidewalks) that contribute to the ~~overall~~ historic character of the district.
- B. Retain character-defining features such as granite curbs, brick gutters, and street trees, ~~where feasible~~ in accordance with the Public Works Procedural Approach for Preserving Granite Curbs in Historic Districts.
- C. Retain existing planting strips between the curb and the sidewalk. It is not appropriate to pave over existing planting strips or medians except when the curb line is being modified.
- ~~D. Locate and size signs to minimize their impact on the character of the historic district.~~
- ~~E-D.~~ Minimize the visual impact of new or replacement utility poles, transformers, wires, cables, signs, etc. within the district by selection and placement.
- ~~F. Select street lighting that is compatible in scale, materials, and design with the historic character of the district.~~

Downtown District

The Downtown Durham local historic district is unique amongst the local districts as the only primarily commercial district. The below criteria are specific to this district because of the different types of buildings present in this district and the different development potential of this district. This area is significant for its collection of historic structures in various styles from a greater time period than the residential districts. In addition, the Downtown District contains more local historic landmark properties than any other local district. This section includes criteria for contributing properties, for non-contributing properties, and for right-of-way work. Greatest care must be taken when modifying contributing properties as they ~~make-up~~ the contribute significantly to the historic character of the district. Modifications to non-contributing properties and work in the right-of-way must not ~~detract from~~ be incongruous with the ~~overall~~ historic character of the district, but otherwise are allowed more flexibility.

For any district properties where cemeteries or archaeological resources are present, the Cemeteries and Archaeology sections shall also apply. Only those paragraphs below relevant to the proposed scope of work will be applied in the COA review process.

Contributing Properties (Downtown)

A. General

1. It is not appropriate to create a style not original to the historic structure. It is not appropriate to add architectural details or ornamentation not original to the structure.
2. When changes are required due to code requirements for accessibility and life/safety, modify the historic element or structure to the minimum extent necessary.
3. Undertake new additions and alterations to the structure in a manner that, if they were to be removed in the future, the essential form and integrity of the original structure would be unimpaired. When attaching to the structure, ~~damage~~alter historic material to the minimum extent possible.
4. It is not appropriate to obstruct significant views of historic structures.

B. Roofs

1. It is not appropriate to modify character-defining original roof forms.
2. It is not appropriate to ~~place additions of~~add dormers, monitors, and clearstories where visible on character-defining elevations. Place these elements to minimize visibility from the street and design to be compatible with the style of the historic structure.
3. Retain historic gutters and downspouts ~~where feasible~~. Select new scuppers, gutters, and downspouts appropriate to the style of the structure in design, material, color, and placement.
4. Roof materials
 - a. Retain and repair original, character-defining roof material ~~where feasible~~. Material may be consolidated and used in the most prominent location ~~where feasible~~.
 - b. Retain slate, tile, and other character-defining roof materials on structures where these materials were original ~~where feasible~~. Replacement simulated materials may be used so long as they closely match the design in shape, size, color, exposure, and texture of the original material.
 - c. Select replacement roof materials and material style from historic roof materials found in the district.
 - d. Modern roof materials may be used on flat roofs where they are not visible from the adjacent right-of-way.
5. Retain historically significant roof elements and features where visible from the street, ~~where feasible~~.
6. Where deteriorated beyond repair, design and select replacement roof elements and features to match the style of the original in form and details.
7. It is not appropriate to introduce new roof elements and features that ~~detract~~are incongruous with~~from~~ the overall character of the historic property.
8. Modifications to original roof elements shall retain the form, material, and detailing.

9. Rooftop utilities, mechanical equipment, skylights, and solar arrays follow the provisions in Utilities and Mechanical Equipment below.

C. Exterior Walls, Trim, and Foundations

1. Retain and repair historic exterior cladding and trim material (such as masonry, metal panels, siding) ~~where feasible~~.
2. It is not appropriate to cover over historic cladding or trim material.
3. Select replacement siding and trim material to match the historic material in design, cross-section, profile, reveal, and texture. Intact historic material may be consolidated and used along the most character-defining elevation.
4. Select replacement masonry to match the historic material in type, unit size (excluding depth), mortar joint thickness and tooling, bond, texture and finish (such as parging), and color.
5. It is not appropriate to add new architectural details that are not compatible with the style of the structure.
6. It is not appropriate to strip wooden surfaces that were historically painted and apply clear stains or sealer to create a natural wood appearance.
7. It is not appropriate to paint or coat original exterior materials, such as stone, brick, metal, or concrete surfaces that were not painted or coated historically.

D. Storefronts

1. Retain original storefront openings, kickplates or bulkheads, storefront windows, transoms, materials, recessed entries, tiles, foundation sills, cornices, and any other architectural details ~~where feasible~~.
2. If original materials or elements are missing or deteriorated beyond repair, reconstruct storefront elements to be compatible with historic documentation of the structure where available or other contributing structures in the district, using materials with the same appearance as the historic materials.
3. Retain or reintroduce historic recessed entries and cornices. Where reintroducing these elements the new shall be compatible with historic precedents in scale, material appearance, and placement on the structure.
4. It is not appropriate to use darkened, shaded, or reflective glass in storefronts.
5. It is not appropriate to install internal or external horizontal or vertical bars in storefronts.

E. Doorways and Doors

1. Retain character-defining doorways in their original design, shape, and location and with their associated features.
2. Non-character-defining doorways may be modified, added, or removed as long as the overall rhythm and proportion of openings on the structure is retained.
3. Retain original doors in place on character-defining elevations ~~where feasible~~. Select new and replacement doors to be compatible with the style of the structure.

F. Window Openings and Windows

1. Retain window openings in their original size, proportion, and location on character-defining elevations.
2. When window openings are modified, added, or removed retain the overall rhythm and individual proportion of window openings on the structure.
3. Retain and repair original windows ~~where feasible~~. Window components may be consolidated and used on character-defining or street-facing elevations.
4. Where repair of original windows is not feasible on character-defining elevations, select new or replacement windows that conform to the shape, proportion, and configuration of window lights (panes) of windows original to the structure. Select materials for replacement windows and details to match the characteristics of the original material. It is not appropriate to install vinyl windows.
5. Select replacement windows on non-character-defining elevations that are compatible in style with the structure and of materials with the same outward appearance and feel of the original materials.
6. Select a consistent window light configuration for all upper-story windows in a given elevation, unless this pattern is inconsistent with the historic windows in the structure.
7. Retain all original window details including sills, headers, decorative hoods, and other trim. ~~when feasible~~, Where retaining original details is not feasible or replace with details that match in design, size, and appearance.
8. Uncover, repair, and reconstruct any windows that have been covered over or filled in.
9. ~~Select~~ Use triple grid muntins (interior, internal, and exterior) on simulated divided light windows.
10. It is not appropriate to use darkened, shaded, or reflective glass.
11. It is not appropriate to install window-mounted heating and air conditioning units on street-facing elevations.

G. Canopies and Awnings

1. Locate new canopies and awnings to conform to the appropriate historic placement on the structure.
2. Design canopies and awnings to be compatible with the structure in size, scale, style, material, and graphics.
3. It is not appropriate to install new canopies and awnings on character-defining and street-facing elevations if not historically appropriate to the style of the structure.

H. Additions (including rooftop additions)

1. It is not appropriate to place additions on the front elevation of a structure. Attach additions to the rear of the structure ~~where feasible~~. Locate side additions behind the front plane of the existing structure.

2. It is not appropriate to construct an addition that ~~will detract from~~ is incongruous the overall historic character of the primary structure or that will remove or obscure a character-defining elevation.
3. Design additions to be distinguishable from the original structure through placement and/or design. Design additions to be compatible with, and subordinate to, the historic structure in mass, proportion, height, general amount of and pattern of window and door openings, roof shape, materials, and finish (including color).
4. Set rooftop additions back to preserve the existing massing along street and to minimize visibility on the character-defining elevations.

I. Porches, Stoops, and Balconies

1. Retain historic porches, stoops, and balconies on character-defining elevations, ~~where feasible~~.
2. When historic porches, stoops, or balconies on character-defining elevations are deteriorated beyond repair, reconstruct these elements to match the design, size, and pattern of the original element. Select replacement materials to match the appearance of the historic materials.
3. It is not appropriate to enclose, screen, or remove porches, stoops, and balconies on character-defining elevations.
4. It is not appropriate to add railings to porches and stoops on character-defining elevations where they did not historically exist unless required for safety.
5. It is not appropriate to add or extend porches and stoops character-defining elevations unless reconstructing documented historic features.
6. Design and place additions to, or expansions of, porches, stoops, and balconies on non-character-defining elevations to be differentiated from the primary structure, and to utilize compatible architectural details and materials.
7. It is not appropriate to add incompatible details on porches, stoops, and balconies.

J. Decks and Patios

1. Locate and design new decks and patios on non-character-defining elevations and inset them from the corners of the historic structure ~~to and~~ not ~~detract from~~ incongruous with the overall historic character of the historic structure or the district.

K. Stairs, Ramps, and Railings

1. Retain historic front stairs, ramps, and railings with their original architectural details and materials ~~where feasible~~.
2. When these elements are deteriorated beyond repair, reconstruct stairs, ramps, and railings to match the design, size, and material appearance of the original.
3. Design new stairs, ramps, and railings to be compatible in design and scale with the historic structure.

4. It is not appropriate to place new fire escapes and egress stairs on character-defining elevations. Locate and design these features to minimize their visibility from the street.

L. Accessory Structures

1. Design any modifications to historic accessory structures to be in keeping with the above sections.
2. Design any modifications to non-historically-significant accessory structures to be compatible with the existing primary structure and ~~to not detract from~~ incongruous with the significance of the property or the district.
3. **New structures**
 - a. Locate new accessory structures to be compatible with the historic placement of such structures within the district and to protect significant views of the property.
 - b. Design new accessory structures to be clearly subordinate to the primary structure.
 - c. Design new accessory structures to be compatible with the architectural style of the primary structure.
4. Appropriate exterior materials include:
 - a. Original materials found on contributing structures throughout the district;
 - b. The modern equivalent (same outward appearance and feel) of original materials found on contributing structures throughout the district; and
 - c. Other durable modern materials deemed compatible by the Historic Preservation Commission.

M. Site Work

1. **Landscaping**
 - a. Replace diseased and dying trees with new canopy and street trees compatible with the historic character of the property and with regard to native species, density, mature height, and drought resistance.
 - b. In siting new construction or building additions, preserve ~~large-mature~~ trees and significant views that contribute to the historic character of the property and district ~~where feasible~~.
2. **Fences and Walls**
 - a. Introduce new fences and walls only in configurations and locations that do not obscure character-defining elevations or significant views of the district.
 - b. It is generally not appropriate to introduce chain-link or vinyl fencing and exposed concrete block walls to historic properties.
3. **Walkways, Driveways, and Parking Areas**
 - a. Retain the location, extent, and material of historic walkways, driveways, and off-street parking areas.

- b. Locate new walkways, driveways, and off-street parking areas to respect and preserve topography of the site, mature trees, and other significant site features ~~where feasible~~.
 - c. Design new walkways, driveways, or off-street parking areas to be compatible in location, size, configuration, scale, and material with historic character of the property and the district.
- 4. **Utilities and Mechanical Equipment**
 - a. Locate mechanical and telecommunications equipment (including vents, fans, and co-located ~~WCF~~wireless communication facilities) to minimize visibility from the street.
 - b. Select and locate rooftop appurtenances (such as solar devices and skylights) to minimize their visibility from the street. When located on character-defining elevations, select solar devices that mimic the roof material on the structure. It is not appropriate to place solar devices or skylights on character-defining roofs.
- 5. **Lighting, Signage, and Art**
 - a. Retain and preserve historic exterior light fixtures, signage, and art, ~~where feasible~~.
 - b. Introduce new site and building lighting, signage, and art that is compatible with the style of the structure and the historic character of the district.
 - c. It is not appropriate to introduce signage or art that covers a large portion of the character-defining elevations or any significant architectural features.
 - d. Locate new signs on commercial structures to conform to the historic placement of signs on such structures.
 - e. It is generally not appropriate to install billboards and large billboard-type signs in the District.
 - f. It is not appropriate to use translucent plastic signs that have lighting within the sign, where the background is completely illuminated. Signage composed of individual letters on translucent plastic backgrounds may be appropriate where they were historically present.

N. Relocation and Demolition

- 1. Provide documentation of alternatives to proposed demolition or relocation of a historic structure to the HPC.
- 2. If the original setting of the structure is within a historic district, submit a site plan for proposed development or treatment of the original site to the HPC prior to the move or demolition.
- 3. Protect significant site features of the original site, the new site, and the route of the move during relocation.
- 4. Follow the new construction standards for placement when relocating a structure within the district or to another district or landmark property.

- ~~5. Prior to demolition, record the historic structure(s) and context through photographs and other graphic and written documents and submit to the HPC.~~
- ~~6.5.~~ When a site becomes vacant due to relocation or demolition, stabilize the site, including planting of ground cover, grass, or other appropriate landscape or hardscape material.

Non-contributing Properties (Downtown)

A. Existing Structures

1. ~~Modifications to structures shall not completely change the architectural style of the original structure. It is not appropriate to modify structures to create a false sense of history.~~
2. Design modifications to doors and windows to have a rhythm and order compatible with other contributing structures within the district when visible from the street.
3. Design roof modifications to be compatible with other contributing structure roof forms within the district.
4. Orient primary entrances to face the street.
5. Design additions (such as porches, stoops, decks, upper floors, expanded floor area, etc.) with scale, height, proportion, and massing to be compatible with that of the existing structure and contributing structures within the district.
6. Locate additions to retain a consistent front setback with other contributing structures in the district.
7. Design modifications to existing accessory structures to be compatible with the existing primary structure and ~~to not detract from~~ incongruous with the historic character of the district.
8. **Materials**
 - a. Appropriate materials include:
 - i. Original materials found on contributing structures throughout the district;
 - ii. The modern equivalent (same outward appearance and feel) of original materials found on contributing structures throughout the district; and
 - iii. Other durable modern materials deemed compatible by the Historic Preservation Commission.
 - b. It is not appropriate to install hollow profile siding or trim. It is generally not appropriate to install new cladding material over existing material.
 - c. It is not appropriate to install traditionally residential materials (i.e. lap siding, asphalt shingles, shake or shingle siding) as a predominant building material.

B. New Structures

1. Placement

- a. Locate new primary structures to be compatible with the predominant placement of such structures in the blockface and within the district.
- b. It is not appropriate to obscure significant views of historic structures within the district in the placement and design of new structures.
- c. Place new accessory structures to the side or rear of the primary structure.

2. Scale and Height

- a. Design new structures to be compatible in scale, height, proportion, and massing with contributing structures in the blockface and within the district.
- b. Design the podium height of new structures to be a maximum of two stories higher than other podium heights in the blockface and compatible in design and scale with contributing structures in the district.
- c. Design building massing above the podium to step-back at least 15 feet or sufficiently to preserve the continuity of the blockface's street-level elevation. (See diagram in paragraph 6.12.2C.2 of the Unified Development Ordinance.)
- d. Design new accessory structures to be clearly subordinate to the primary structure.

3. Design Elements

- ~~a. It is not appropriate to design new structures to create a false sense of history.~~
- ~~b.a.~~ Design new structures to provide a rhythm and order of doors and windows along street-facing elevations compatible with contributing structures in the blockface and within the district.
- ~~e.b.~~ Detail street level elevations to be compatible with other contributing structures in the blockface and within the district (i.e. cornices, storefronts, fenestration).
- ~~d.c.~~ Design roof forms to be compatible with contributing structures in the district.
- ~~e.d.~~ Orient the primary entrance towards the street.
- ~~f.e.~~ It is not appropriate to install internal or external horizontal or vertical bars on windows that are visible from public rights-of-way.
- ~~g.f.~~ Design new accessory structures to be compatible with the architectural style of the primary structure.

4. Materials

- a. Appropriate exterior materials include:
 - i. Original materials found on contributing structures throughout the district;
 - ii. The modern equivalent (same outward appearance and feel) of original materials found on contributing structures throughout the district; and
 - iii. Other durable modern materials deemed compatible by the Historic Preservation Commission.
- b. It is not appropriate to install hollow profile siding or trim.
- c. It is not appropriate to install traditionally residential materials (i.e. lap siding, asphalt shingles, shake or shingle siding) as a predominant building material.

C. Site Work

1. Landscaping

- a. Replace diseased and dying trees with new canopy and street trees compatible with the historic character of the district and with regard to native species, density, mature height, and drought resistance.
- b. In siting new construction or building additions, preserve ~~large-mature~~ trees and significant views that contribute to the historic character of the district ~~where feasible~~.

2. Fences and Walls

- a. Introduce new fences and walls only in configurations and locations that do not obscure character-defining elevations or significant views in the district.
- b. It is generally not appropriate to introduce chain link or vinyl fencing and exposed concrete block walls to properties.

3. Walkways, Driveways, and Parking Areas

- a. Locate new walkways, driveways, or off-street parking areas to respect and preserve the topography of the site, mature trees, and other significant site features ~~where feasible~~.
- b. Design new walkways, driveways, or off-street parking areas to be compatible in location, size, configuration, scale, and material with the character of the district.

4. Utilities and Mechanical Equipment

- a. Locate mechanical and telecommunications equipment (including vents, fans, and co-located ~~WCF~~wireless communication facilities) to minimize visibility from the street.
- b. Select and locate rooftop appurtenances (such as solar devices and skylights) to minimize their visibility from the street.

5. Lighting, Signage, and Art

- a. Introduce new site and building signage, lighting, and art that is compatible with the style of the structure and the character of the historic district.
- b. It is not appropriate to introduce signage or art that obscures significant views in the district.
- c. It is generally not appropriate to install billboards and large billboard-type signs in the district.
- d. It is not appropriate to use translucent plastic signs that have lighting within the sign, where the background is completely illuminated.

O. Relocation and Demolition

- 1. Submit to the HPC a site plan for proposed development or treatment of the property prior to the move or demolition.
- 2. Protect significant site features of the original site, the new site, and the route of the move during relocation.

3. Follow the new construction standards for placement when relocating a structure within the district or to another district or landmark property.
4. When a site becomes vacant due to relocation or demolition, stabilize the site, including planting of ground cover, grass, or other appropriate landscape or hardscape material.

Rights-of-Way (Downtown)

These criteria apply to the Downtown Durham local historic district. The criteria apply to work within the right-of-way.

- A. Retain or reestablish right-of-way patterns (such as streets, alleys, and sidewalks) that contribute to the overall historic character of the district.
- ~~B. Design streets, intersections, crosswalks, and streetscaping and select traffic signals, street lights, streetscape furnishings (such as bus shelters, seating, bicycle racks, trash and recycling receptacles, planters, and bollards) in accordance with the Downtown Streetscape standards in the Unified Development Ordinance.~~
- ~~C.B.~~ Retain street trees, ~~either existing or new replacement trees,~~ within the right-of-way. If retaining street trees is not feasible, plant replacement street trees based on the recommendation of the Urban Forester.
- ~~D.C.~~ Locate and size signage and new or replacement utility poles, transformers, wires, cables, etc. to minimize their visual impact on the character of the historic district.

Landmarks

Durham's locally designated landmark properties are the most important of our locally designated historic resources and are individually recognized for their special significance. As such, it is important to protect and retain the design integrity of these properties. Therefore, the review criteria to be applied to landmark properties are the most stringent. In addition, the tax deferral provided to landmark properties is intended to assist in offsetting the higher cost associated with maintaining properties to this high standard.

For any landmark properties where cemeteries or archaeological resources are presented, the Cemeteries and Archaeology sections shall also apply. Only those paragraphs below relevant to the proposed scope of work will be applied in the COA review process.

A. General

1. It is not appropriate to create a historic style not original to the historic structure. It is not appropriate to add architectural details or ornamentation not original to the structure.
2. When changes are required due to code requirements for accessibility and life/safety, modify the historic element or structure to the minimum extent necessary.
3. Undertake new additions and alterations to the structure in a manner that, if they were to be removed in the future, the essential form and integrity of the original structure would be unimpaired. When attaching to the structure ~~damage~~alter historic material to the minimum extent possible.
4. It is not appropriate to obstruct significant views of historic structures.
5. If a landmark property is located within a local historic district this section shall apply instead of the relevant district criteria section. However, criteria for Rights-of-Way from the relevant district shall also apply.

B. Roofs

1. It is not appropriate to modify character-defining original roof forms.
2. It is not appropriate to ~~place additions of~~add dormers, monitors, ~~or~~and clearstories ~~on to~~ the street-facing ~~and or~~ character-defining elevations. If added, place these elements to minimize their visibility from the street and design to be compatible with the style of the historic structure.
3. Retain historic gutters and downspouts, ~~where feasible~~. Select new gutters and downspouts appropriate to the style of the structure in design, material, color, and placement.
4. Roof Materials
 - a. Retain and repair original roof material ~~where feasible~~. Material may be consolidated and used on character-defining or street-facing elevations.
 - b. Where repair is not feasible, select replacement roof materials to match the original material in design, size, material, color, and pattern.
5. Retain historically significant roof elements and features ~~where feasible~~. It is not appropriate to encapsulate exposed masonry chimneys with non-original material.

6. Where deteriorated beyond repair, design and select replacement roof elements and features to match the style of the original in form, material, and detail.
7. It is not appropriate to introduce new roof elements and features ~~if they detract from~~that are incongruous with the overall historic character of the landmark property.
8. ~~For R~~rooftop utilities, mechanical equipment, skylights, and solar arrays follow the provisions in the Utilities and Mechanical Equipment section below.

C. Exterior Walls, Trim, and Foundations

1. Retain and repair historic exterior cladding and trim material (such as masonry, metal panels, siding) ~~where feasible~~.
2. Where a historic material or element is deteriorated beyond repair, select replacement cladding and trim to match in design, cross-section, profile, material, reveal, and texture. Intact historic material may be consolidated and used ~~along the most~~ character-defining elevations.
3. It is not appropriate to cover historic cladding or trim material.
4. Select replacement masonry to match the historic material in type, unit size (excluding depth), mortar joint thickness and tooling, bond, texture and finish (such as parging), and color.
5. It is not appropriate to add new architectural details that are not original to the style of the structure.
6. Select infill material between masonry foundation piers to match the historic material in type, unit size (excluding depth), mortar joint thickness and tooling, bond, texture, finish, and color. Inset infill material at a minimum of two inches from the exterior face of the piers.
7. It is not appropriate to strip wooden surfaces that were historically painted and apply clear stains or sealer to create a natural wood appearance.
8. It is not appropriate to paint or coat original exterior materials such as stone, brick, metal, or concrete surfaces that were not painted or coated historically.

D. Storefronts

1. Retain original storefront openings, kickplates, storefront windows, transoms, materials, recessed entries, tiles, foundation sills, cornices, and any other architectural details ~~where feasible~~.
2. If original materials or elements (such as recessed entries or cornices) are missing or deteriorated beyond repair, reconstruct these elements in accordance with historic documentation of the structure when available or with other contributing structures, with materials to match original materials.
3. It is not appropriate to use darkened, shaded, or reflective glass in storefronts.
4. It is not appropriate to install window-mounted heating and air conditioning units in storefronts.
5. It is not appropriate to install internal or external horizontal or vertical bars in storefronts.

E. Doorways and Doors

1. Retain character-defining and street-facing doorways in their original design, shape, and location and with their associated features.
2. When doorways on non-street-facing, non-character-defining elevations are modified, added, or removed retain the overall rhythm and individual proportion of openings on the structure.
3. Retain original doors in place on street-facing elevations ~~where feasible~~. Select new or replacement doors to be compatible with the style of the structure.
4. Select new and replacement storm and screen doors to minimize the obstruction of original doors.
5. It is not appropriate to install garage doors on character-defining or street-facing elevations unless historically present in that location. Select garage doors to be compatible in design and material with the structure.

F. Window Openings and Windows

1. Retain window openings in their original size, proportion, and location on street-facing and character-defining elevations.
2. When window openings on non-character-defining, non-street-facing elevations are modified, added, or removed, retain the overall rhythm and individual proportion of window openings on the structure.
3. Retain and repair original windows ~~where feasible~~. Window components may be consolidated and used on character-defining and street-facing elevations. Retain all original window details.
4. Where repair of original windows and window details is not feasible, select new or replacement windows and details that conform to the shape, proportion, material, and configuration of window lights (panes) of windows original to the structure.
5. Uncover, repair, and reconstruct any original windows and window details that have been covered over or filled in. It is not appropriate to cover or infill windows and window openings on street-facing or character-defining elevations.
6. Select triple grid muntins (interior, internal, and exterior) on simulated divided light windows.
7. It is not appropriate to use darkened, shaded, or reflective glass.
8. Select storm windows to conform in color, size, and style to the existing windows. It is not appropriate for storm windows to obscure original windows.
9. It is not appropriate to add non-functional shutters unless original to the structure.
10. It is not appropriate to install window-mounted heating and air conditioning units on character-defining and street-facing elevations.
11. It is not appropriate to install internal or external bars on windows that are visible from public rights-of-way.

G. Canopies and Awnings

1. Locate new canopies and awnings to conform to the appropriate historic placement on the structure.
2. Design canopies and awnings to be compatible with the structure in size, scale, style, material, and graphics.
3. It is not appropriate to install new canopies and awnings on character-defining and street-facing elevations if not historically appropriate to the style of the structure.

H. Additions

1. It is not appropriate to place additions on character-defining elevations of a structure. Attach additions to the rear of the structure ~~when feasible~~. Locate side additions behind the front plane of the existing structure.
2. It is not appropriate to construct an addition that ~~will detract from~~ is incongruous with the overall historic character of the landmark property or that will remove or obscure a character-defining elevation.
3. Design additions to be distinguishable from the original structure through placement and/or design. Design additions to be compatible with, and subordinate to, the historic structure in mass, proportion, height, general amount of and pattern of window and door openings, roof shape, materials, and finish.
4. It is not appropriate to construct an addition that will significantly change the proportion of overall built mass to open space on the site.
5. It is not appropriate for additions to residential structures to alter the primary roof form of the structure or to modify character-defining original roof forms.

I. Porches, Stoops, and Balconies

1. Retain historic porches, stoops, and balconies on street-facing and character-defining elevations ~~where feasible~~.
2. When historic porches, stoops, or balconies are deteriorated beyond repair, reconstruct these elements to match the design, size, material, and pattern of the original element.
3. It is not appropriate to enclose, screen, or remove porches on street-facing and character-defining elevations.
4. It is not appropriate to add railings to front porches and stoops where they did not historically exist unless required for safety.
5. It is not appropriate to add or extend porches, stoops, or balconies on street-facing and character-defining elevations unless reconstructing documented historic features.
6. Design and place additions to, or expansions of, porches, stoops, and balconies on non-character-defining and non-street-facing elevations to utilize compatible architectural details and materials.
7. It is not appropriate to add incompatible details on porches, stoops, and balconies.

J. Decks and Screened-in Porches

1. Locate new decks and screened-in porches on non-character-defining and non-street-facing elevations, typically the rear elevation, and inset them from the corners of the structure ~~to not detract from~~not incongruous with the overall character of the historic landmark.
2. Design decks and screened-in porches to be compatible with the historic structure in style, material, scale, and proportion.

K. Stairs, Ramps, and Railings

1. Retain historic front stairs, ramps, and railings with their original architectural details and materials ~~where feasible~~.
2. When these elements are deteriorated beyond repair, reconstruct stairs, ramps, and railings to match the design, size, and material of the original.
3. Design new stairs, ramps, and railings to be compatible in design and scale with the historic structure.
4. It is not appropriate to place new fire escapes and egress stairs on street-facing and character-defining elevations. Locate and design these features to minimize their visibility from the street.

L. Accessory Structures

1. Design any modifications to historic accessory structures to be in keeping with the above sections.
2. Design any modifications to non-historic accessory structures to be compatible with the existing primary structure and ~~to not detract from~~not incongruous with the significance of the landmark property.
3. New Structures
 - a. Locate new accessory structures to ~~be compatible with the historic placement of accessory structures~~the rear or side of the primary structure and to protect significant views of the property.
 - b. Design new accessory structures to be clearly subordinate to the landmark structure.
 - c. Design new accessory structures to be compatible with the architectural style of the landmark structure.
4. Appropriate exterior materials include:
 - a. Original materials found on the primary landmark structure;
 - b. The modern equivalent (same outward appearance and feel) of original materials found on the primary landmark structure; and
 - c. Other durable modern materials deemed compatible with the specific landmark property by the Historic Preservation Commission.

M. Site Work

1. Landscaping

- a. Replace diseased and dying trees with new canopy and street trees compatible with the historic character of the landmark and with regard to native species, density, mature height, and drought resistance approved by the Urban Forester.
- b. For landmark properties where the land has been designated, use plantings that will continue to retain the site's sense of openness or enclosure.
- c. In siting new construction or building additions, preserve ~~large-mature~~ trees and significant views that contribute to the historic character of the landmark property.
- d. For landmark properties that are residential in character, it is not appropriate to change the residential character of the site by significantly reducing the proportion of original built area to open space through surface paving, building additions, or infill construction.

2. Fences and Walls

- a. Retain and repair historic fences and walls ~~where feasible~~. If repair is not feasible, replace historic fences and walls to match the original in design, material, and location.
- b. Introduce new fences and walls only in designs, configurations, and locations that are characteristic of the landmark property and that do not obscure character-defining elevations.
- c. It is generally not appropriate to introduce chain-link or vinyl fencing and exposed concrete block walls to landmark properties.
- d. It is not appropriate to coat or cover over historic fences or walls with contemporary materials or coatings.

3. Walkways, Driveways, and Parking Areas

- a. Retain the location, extent, and material of historic walkways, driveways, and off-street parking areas.
- b. Locate new walkways, driveways, or off-street parking areas to ~~respect and~~ preserve the topography of the site, mature trees, and other significant site features ~~where feasible~~.
- c. For landmark properties where the land has been designated, it is not appropriate to introduce new off-street parking and driveways where they will have a negative impact on the historic character of the landmark property, such as by significantly reducing the proportion of original built area to open space through surface paving.
- d. Design new walkways, driveways, or off-street parking areas to be compatible in location, size, configuration, scale, and material with the historic character of the landmark property.

4. Utilities and Mechanical Equipment

- a. Locate mechanical and telecommunications equipment (including vents, fans, and co-located ~~WCF~~wireless communication facilities) to minimize visibility from the street.
- b. Screening of utilities and mechanical equipment may not be appropriate (such as on historically industrial properties).
- c. Select and locate rooftop appurtenances (such as solar devices and skylights) to minimize their visibility from the street.

5. Lighting, Signage, and Art

- a. Retain and preserve historic exterior light fixtures, signage, and art ~~where feasible~~.
- b. Introduce new site and building lighting, signage, and art that is compatible with the historic character of the landmark property.
- c. It is not appropriate to introduce signage or art that covers a large portion of the character-defining elevations or any significant architectural features.
- d. Illuminate new signage, if desired, in a manner compatible with the historic character of the landmark structure and site.

N. Relocation and Demolition

- 1. Provide documentation of all alternatives explored to the proposed demolition or relocation of a historic structure to the HPC.
- 2. If the original setting of the structure is within a historic district or landmark property, submit a site plan for proposed development or treatment of the original site after demolition or relocation of the structure to the HPC prior to the move or demolition.
- 3. Protect significant site features of the original site, the new site, and the route of the move during relocation.
- 4. Follow the new construction standards for placement when relocating a structure within the landmark property or to another landmark property or district.
- ~~5. Prior to demolition, record the historic structure and its context through photographs and other graphic and written documents and submit to the HPC.~~
- ~~6.5.~~ When a site becomes vacant due to relocation or demolition, stabilize the site including planting ground cover, grass, or other appropriate landscape or hardscape material. Landmark properties where the significance of the property is lost due to demolition or relocation will lose their landmark status through action by the appropriate governing body.

Archaeology

These criteria apply to known or unknown archaeological resources on all locally-designated historic properties.

- A. Protect and preserve known, significant archaeological resources in place.
- B. Minimize the disturbance of terrain in the historic districts and on landmark properties to reduce the possibility of destroying or damaging significant archaeological resources.
- C. If preservation of significant archaeological resources in place is not feasible, use professional archaeologists and modern archaeological methods in planning and executing any necessary investigations prior to construction.
- D. It is not appropriate to use heavy machinery or equipment on sites where doing so may disturb significant archaeological resources.
- E. If a designated archaeological site is to be altered, survey and document the terrain in advance to determine the potential impact on significant archaeological resources.
- F. If construction or site changes are proposed for a designated archaeological site, submit to the Durham HPC for review a report prepared with guidance from the Office of State Archaeology outlining what steps are necessary before any work occurs.

Cemeteries

These criteria apply to cemeteries ~~(whether designated or not)~~ on all locally-designated historic properties.

- A. Retain and preserve features that contribute to the overall character of a historic cemetery, including its gravestones, monuments, overall layout, circulation patterns, mature plantings and trees, ground cover, boundary walls, cornerstones, fencing and gates ~~where feasible~~.
- B. Retain and preserve the historic relationship between constructed and landscape features of the historic cemetery, including site topography, circulation patterns, drainage systems, retaining walls, and significant views.
- C. Repair damaged, broken, or toppled gravestones or monuments only under the supervision of a qualified conservator. It is not appropriate to re-inscribe an existing, eroded gravestone or monument or to attach a new plaque to an existing gravestone or memorial. If desired, place a new inscribed plaque nearby on a new base.
- D. Repair historic fences, gates, or walls using recognized preservation repair methods for the material or surface coating.
- E. If necessary, replace missing gravestones with new gravestones that are compatible in scale, materials, and detail.
- F. Replace missing cemetery landscape features including trees and shrubs based on documentary evidence.
- G. Avoid ground-disturbing activities (other than burials and installation of associated grave markers). If ground disturbance is required, use professional archaeologists and modern archaeological methods to determine that no unmarked burials are present.
- H. It is not appropriate to relocate, rearrange, or remove gravestones or monuments.
- I. It is not appropriate to use physical treatments such as polishing, sandblasting, and pressure washing to clean gravestones and monuments.
- J. In association with new burials, it is appropriate to install new gravestones and markers that are compatible in scale, materials and details.

APPENDICES

Other Resources

Local Resources

Durham Historic Preservation Commission

Durham City-County Planning Department
101 City Hall Plaza, Durham, NC 27701

Website:

http://durhamnc.gov/ich/cb/ccpd/Pages/Historic_Preservation/Historic-Preservation.aspx

Contact: Durham City-County Planning Department

Tel: 919.560.4137

Email: preservation@durhamnc.gov

Preservation Durham

P.O. Box 25411 Durham, NC 27702

Website: <http://www.preservationdurham.org>

Tel: 919.682.3032 Fax: 919.682.3037

Email: info@PreservationDurham.org

As the county-wide, local private, non-profit preservation organization, Preservation Durham's mission is to protect Durham's historic assets through Action, Advocacy, and Education.

State Resources

State Historic Preservation Office

North Carolina Office of Archives and History
4617 Main Service Center, Raleigh, NC 27699-4617

Website: <http://www.hpo.ncdcr.gov>

For information on historic buildings and the National Register of Historic Places, contact the Survey and National Register Branch, 919.807.6573. For information on preservation tax credits and technical restoration and rehabilitation assistance, contact the Restoration Services Branch, 919.807.6588.

Office of State Archaeology

North Carolina Office of Archives and History
4619 Main Service Center, Raleigh, NC 27699-4619

Website: <http://www.archaeology.ncdcr.state.nc.usgov>

For information on archaeological sites, resource protection, and volunteer opportunities, contact the Office of State Archaeology, 919.807.6552.

Preservation North Carolina

PO Box 27644, Raleigh, NC 27611-7644

Website: <http://www.presnc.org>

Tel: 919.832.3652

info@presnc.org

Preservation North Carolina is the state's only private, non-profit statewide historic preservation organization. Its mission is to protect and promote buildings, landscapes, and sites important to the diverse heritage of North Carolina.

National Resources**U.S. Department of the Interior National Park Service**

1849 C Street, NW, Washington, DC 20240

Office of the Director: 202.208.3818

Website: <http://www.nps.gov/aboutus/contactinformation.htm>

Office of Communications: 202.208.6843

Heritage Preservation Services <http://www.nps.gov/history/preservation.htm>

Southeast Regional Office of the National Park Service

100 Alabama St., SW NPS/1924 Building, Atlanta, GA 30303

[\(404\) 507-5600](tel:(404)507-5600)

National Trust for Historic Preservation

~~1785 Massachusetts Avenue~~ 2600 Virginia Avenue, NW, Suite 1100

Washington, DC 20036-2117

Tel: 202.588.6000 or 800.944.6847

Website: <http://www.preservationnation.org>

Secretary's Standards

The Secretary of the Interior is responsible for establishing standards for all programs under Departmental authority and for advising Federal agencies on the preservation of historic properties listed in or eligible for listing in the National Register of Historic Places. To accommodate this task the Secretary's Standards for Rehabilitation (Secretary's Standards) were developed and are applied to National Register listed properties. While the local review criteria that apply to district and landmark properties no longer specifically include the Secretary's Standards as criteria, the criteria developed were based on these principles. They are included here for reference only.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Demolition by Neglect (City Only)

Demolition by neglect is the destruction of a building through abandonment or lack of maintenance, or the gradual deterioration of a building when routine or major maintenance is not performed. The purpose of the demolition by neglect provisions in Section 3.18 of the Unified Development Ordinance (UDO) is to prevent demolition of landmarks or structures in local historic districts by the neglect of the property.

According to the UDO, a building can be declared in a condition of demolition by neglect if one or more of the following conditions exist (summarized from 3.18.1A, Conditions of Neglect Defined and Prohibited):

- Building parts that may fall and injure the public;
- Deteriorated or inadequate foundation;
- Defective or deteriorated floor supports, walls, ceilings, roofs, chimneys or vertical or horizontal supports that split, lean, list, buckle, sag, or split;
- Any fault, defect, or condition in the building which renders the same structurally unsafe or not properly watertight.

Anyone in the community can initiate an investigation of a potential demolition by neglect condition by petition to the ~~p~~Planning ~~d~~Director. The staff notifies the property owner of the pending investigation and gathers information on the condition of the structure. One or more public meetings are scheduled to gather evidence on the issue. The planning director makes a determination as to whether a condition of demolition by neglect is found. If the property owner wishes to appeal the planning director's decision, the appeal is made to the Historic Preservation Commission (HPC).

If a property is found to be in a state of demolition by neglect, corrective measures will be required of the property owner. An order of abatement may be applied for by the City and civil penalties may be assessed for failure to comply with the terms of the demolition by neglect determination. The ordinance provides safeguards from undue economic hardship to the property owner.

DefinitionsGlossary

ACCESSORY STRUCTURE – A structure that exists on the same lot with the principal structure and is subordinate in size and purpose to the principal structure.

ALUMINUM SIDING—Sheets of exterior architectural covering, usually with a colored finish, fabricated of aluminum to approximate the appearance of wooden siding. Aluminum siding was developed in the early 1940s and became increasingly common in the 1950s and the 1960s.

ARCHAEOLOGICAL SITE - A place in which evidence of past activity is preserved (either prehistoric or historic), and which has been, or may be, investigated using the discipline of archaeology and represents a part of the archaeological record.

ARCHITECTURAL SIGNIFICANCE - The importance of a particular structure based on its design, materials, form, style, or workmanship.

~~ARCH—A structure formed of wedge-shaped stones, bricks, or other objects laid so as to maintain one another firmly in position. A rounded arch generally represents classical or Romanesque influence whereas a pointed arch denotes Gothic influence.~~

~~ARCHITECTURAL FABRIC—The structures that make up an area, such as a streetface, neighborhood, city, or region.~~

~~ARCHITECTURAL PROJECTIONS—A part of the building design that encroaches into the required setback or forward of the required build-to-line.~~

~~ARCHITRAVE—The lowest part of a classical entablature, symbolizing a beam laid across capitals of columns, or as more commonly used in connection with houses, the molded trim around a door or window opening.~~

~~ARTICULATION—An emphasis given to architectural elements (including windows, balconies, porches, entries, etc.) to create a complementary rhythm or pattern; modulation of building facades, massing, and detail to create variety.~~

~~ASBESTOS SIDING—Dense, rigid board containing a high proportion of asbestos fibers bonded with portland cement; resistant to fire, flame, or weathering and having a low resistance to heat flow. It is usually applied as large overlapping shingles. Asbestos siding was applied to many buildings in the 1950s.~~

ASPHALT SHINGLE—A shingle manufactured from saturated roofing felts (rag, asbestos, or fiberglass) coated with asphalt and finished with mineral granules on the side exposed to weather first used in 1901.

~~ASPHALT SIDING—Siding manufactured from saturated construction felts (rag, asbestos, or fiberglass) coated with asphalt and finished with mineral granules on the side exposed to weather. It sometimes displays designs seeking to imitate brick or stone. Asphalt siding was applied to many buildings in the 1950s.~~

~~ATTIC VENTILATOR—In houses, a screened or louvered opening, sometimes in decorative shapes, located on gables or soffits. Victorian styles sometimes feature sheet soffits or metal ventilators mounted on the roof ridge above the attic.~~

AWNING—A rooflike covering, often of canvas and adjustable, over a window, a door, etc., to provide protection against sun, rain, and wind. Aluminum awnings were developed in the 1950s.

~~BALUSTRADE—A low barrier formed of balusters, or uprights, supporting a railing.~~

~~BAND, BAND COURSE, BANDMOLD, BELT—Flat trim running horizontally in the wall to denote a division in the wall plane or a change in level.~~

BAY—Within a structure a regularly repeated spatial element usually defined in plan by beams and their supports, or in elevation by repetition of windows and doors in the building facade.

~~BEVELED GLASS—Glass panes whose edges are ground and polished at a slight angle so that patterns are created when panes are set adjacent to one another.~~

~~BLINDS—External or internal louvers on windows or doors that exclude direct sunlight but admit light when the louvers are raised.~~

BLOCKFACE—One side of a street where all lots share the same street frontage between two intersecting streets.

BOND—The laying of bricks or stones regularly in a wall according to a recognized pattern for strength. Masonry bond is essential to brickwork when wire reinforcement is not used.

BRACKET—A symbolic cantilever, usually of a fanciful form, used under the cornice. Brackets were used extensively in Victorian architecture and gave rise to a style known as Bracketed Victorian.

~~BUILD TO LINE—The established line on the street frontage of a lot to which the building front is to be built.~~

BULKHEAD—The area below the display windows on the front facade of a commercial storefront. Also Kickplate.

~~CAPITAL—The top or head of a column.~~

~~CASEMENT WINDOW—A window that swings open along its entire length, usually on hinges fixed to the sides of the opening into which it is fitted.~~

~~CASING—The exposed trim molding, framing, or lining around a door or a window; may be either flat or molded.~~

~~CAST IRON—Iron that has been shaped by being melted and cast in a mold.~~

~~CAULKING—A resilient mastic compound, often having a silicone, bituminous, or rubber base; used to seal cracks, fill joints, prevent leakage, and/or provide waterproofing.~~

~~CHALKING—The formation of a powder surface condition from the disintegration of a binder or an elastomer in a paint coating; caused by weathering or an otherwise destructive environment.~~

~~CHAMFER—A beveled edge or corner.~~

CEMETERY - A place used or to be used and dedicated or designated for interment of human remains or pet animal remains.

CERTIFICATE OF APPROPRIATENESS – The approval by the Historic Preservation that is required when modifications (including demolition and new construction) are made to a property designated as part of a local historic district or local historic landmark that finds that said modifications are in keeping with the applicable local review criteria.

~~CHARACTER-DEFINING FACADE OR ELEVATION— See “Defined Terms” section on page 20. A primary and architecturally distinctive elevation of a building that contributes strongly to its architectural character. See defined terms for further explanation.~~

~~CLAPBOARD—Horizontal wooden boards, tapered at the upper end and laid so as to cover a portion of a similar board underneath and to be covered by a similar one above. The~~

~~exposed face of clapboard is usually less than 6 inches wide. This was a common outer face of nineteenth and early twentieth century buildings.~~

~~CLASSICAL—A loose term to describe the architecture of ancient Greece and Rome and later European offshoots, the Renaissance, Baroque, and Rococo styles. In the United States, common classical styles included Georgian, Federal, Greek Revival, and Renaissance Revival (or Neoclassical).~~

CLEAR STORY—Windows located at or near the top of a wall that often tend to form a continuous band. This was a feature of many Gothic cathedrals and was later adapted to many of the Revival styles found here.

~~CLIPPED GABLE—A gable roof in which a small portion of the end gable has been formed into a hip, resulting in a truncated or “clipped” appearance; sometimes called a jerkin head roof.~~

~~COLONIAL ARCHITECTURE—Architecture transplanted from the motherlands to overseas colonies, such as Portuguese Colonial architecture in Brazil, Dutch Colonial architecture in New York, and above all, English Georgian architecture of the eighteenth century in the North American colonies.~~

~~COLUMN—A vertical shaft or pillar that supports or appears to support a load. In classical architecture there exist different styles or types of columns, referred to as orders: Doric, Ionic, Corinthian, Tuscan, and Composite.~~

~~COPING—The cap or the top course of a masonry wall.~~

~~CORBEL—A projection (or building out) from a masonry wall, sometimes to support a load and sometimes for decorative effect.~~

~~CORNER BLOCK—A block placed at a corner of the casing around a wooden door or window frame, usually treated ornamentally.~~

COMPATIBLE – See “Defined Terms” section on page 20.

CONTEXT - Historic contexts are those patterns or trends in history by which a specific occurrence, property, or site is understood and its meaning (and ultimately its significance) within history or prehistory is made clear.

CONTRIBUTING PROPERTY - A contributing property reflects the significance of the district due to its historic associations, historic architectural details, or archaeological features. These properties were constructed or altered during the district’s period of significance and retain their historical integrity.

~~CORNER BOARD—One of the narrow vertical boards at the corner of a traditional wooden frame building, into which the clapboards butt.~~

CORNICE—The top part of an entablature, usually molded and projecting; originally intended to carry the eaves of a roof beyond the outer surface.

~~CUPOLA—A small vault on top of a roof; sometimes spherical in shape, sometimes square with a mansard or conical roof.~~

~~CURTAIN WALL—An exterior building wall that is not load bearing but that does enclose the building, usually constructed of fixed glass panels within a metal framework.~~

DECK—An uncovered porch, usually at the rear of a building; popular in modern residential construction.

~~DENTIL—A repetitive cubical element at the base of a classical cornice. Dentils resemble teeth.~~

DESIGN – (v.) To decide upon the look and functioning of a building or other object, typically by making a detailed drawing of it. (n.) a. The purposeful arrangement of parts or details.

DESIGNATION - The act of choosing a place for a special purpose or giving it a special status.

DORMER—A structure containing a window (or windows) that projects through a pitched roof.

~~DOUBLE HUNG WINDOW—A window with two sashes that open and close by sliding up and down in a cased frame.~~

DOWNSPOUT—A vertical pipe, often of sheet metal, used to conduct water from a roof drain or gutter to the ground or a cistern.

~~DRESSED—Descriptive of stone, brick, or lumber that has been prepared, shaped, or finished by cutting, planing, rubbing, or sanding one or more of its faces.~~

EAVE—The part of a sloping roof that projects beyond a wall.

ELEVATION—The vertical elements of a building, either exterior or interior, as a direct projection to a vertical plane, including walls and roofs and their elements.

ELEVATION, PRIMARY – The front side of a structure, including the wall, elements, and roof.

ELEVATION, STREET-FACING – The sides of a structure, including the wall, elements, and roof, that parallel and are adjacent to public or private rights-of-way.

~~ETCHED GLASS—Glass whose surface has been cut away with a strong acid or by abrasive action into a decorative pattern.~~

FACADE—The exterior face of a building.

~~FANLIGHT—An arched overdoor window whose form suggests an open fan.~~

~~FASCIA—A flat board with a vertical face that forms the trim along the edge of a flat roof, or along the horizontal, or eave side of a pitched roof. The rain gutter is often mounted on it.~~

FEASIBLE – See “Defined Terms” section on page 21.

FENESTRATION—The design and arrangement of windows and other glazed openings of a building.

~~FIBER CEMENT SIDING—A contemporary siding material composed of fiber reinforced cement.~~

~~FINIAL—A formal ornament at the top of a canopy, gable, pinnacle, streetlight, etc.~~

~~FLASHING—A thin impervious material (often metal) placed in construction to prevent water penetration, to provide water drainage, or both, especially between a roof and a wall.~~

~~FLUSH SIDING—Wooden siding that lies in a single plane; commonly applied horizontally except when applied vertically to accent an architectural feature.~~

~~FLUTING—A system of vertical grooves (flutes) in the shaft of an Ionic, Corinthian, or Composite column.~~

FOOTINGS— A concrete support under a foundation that rests in solid ground and is wider than the structure supported.

FOUNDATION—The supporting portion of a structure below the first-floor construction, or below grade, including footings. When the foundation consists of individual support pillars rather than a continuous wall, those support pillars are called foundation piers.

~~FRENCH DOORS—A long window reaching to floor level and opening in two leaves like a pair of doors.~~

~~FRIEZE—The intermediate member of a classical entablature, usually ornamented; also a horizontal decorative panel. A frieze is a feature of the Greek Revival style, but may be found in other types of architecture.~~

GABLE—The vertical triangular piece of a wall at the end of a pitched roof.

~~GALVANIZE—To coat steel or iron with zinc, for example, by immersing it in a bath of molten zinc.~~

GAMBREL ROOF—A gable roof more or less symmetrical, having four inclined surfaces, the pair meeting at the ridge having a shallower pitch.

~~GERMAN SIDING—Wooden siding with a concave upper edge that fits into a corresponding rabbet in the siding above.~~

GLAZING—The transparent parts of a wall typically composed of glass sheets set in door or window frames.

GUTTER—A shallow channel of metal or wood set immediately below or built in along the eaves of a building to catch and carry off rainwater.

~~HEADER—A brick laid across the thickness of a wall to bond together different wythes of a wall; the exposed end of a brick. Also, a framing member crossing and supporting the ends of joists, studs, or rafters so as to transfer their weight to parallel joists, studs, or rafters.~~

~~HIPPED ROOF—A pitched roof without gables, each of whose sides, generally four, lies in a single plane and joins the others at an apex or ridge.~~

HISTORIC CHARACTER—The historic elements of a property that are key to a historic district or property's historic associations, historic architectural qualities, or archaeological qualities.

HISTORIC ~~OVERLAY~~ DISTRICT (LOCAL)— A distinctive area recognized and designated by the governing body as a place of singular historical flavor characterized by its streets and squares, buildings and trees, architectural design and landscape features.

HISTORIC LANDMARK (LOCAL) – A property that has been designated by the City or County governing body as having special historical significance in terms of association with events that have made a significant contribution to the broad patterns of local, regional, or national history; or association with the lives of persons significant in local, regional, national history; or embodying the distinctive characteristics of a type, period, or method of construction; representing the work of a master; possessing high artistic values (i.e., the architecture alone is significant in its own right); or yielding, or may be likely to yield, information important to Durham's history or prehistory.

HISTORIC PRESERVATION COMMISSION (HPC) – A nine member body appointed by the City and County governing bodies to carry out historic preservation functions based on NCGS 160A-400.1 through 160A-400.15.

INCOMPATIBLE – Not “compatible” by expanded definition on page 20.

INFILL MATERIAL—A substance or material used to fill in, typically between foundation piers.

INTEGRITY – See “Defined Terms” section on page 21.

KICKPLATE—See BULKHEAD.

~~JAMB—The vertical sides of an opening, usually for a door or a window.~~

~~LATEX PAINT—A paint having a latex binder (an emulsion of finely dispersed particles of natural or synthetic rubber or plastic materials in water).~~

~~LATTICE—A network of interlocking lath or other thin strips used as screening, especially in the base of a porch.~~

~~LEAD-BASED PAINT—Oil base paint that uses red lead, white lead, or other lead-based compounds for the pigment.~~

~~LIFE CYCLE—The lifespan of a material, feature, or system.~~

LIGHT—A pane of glass.

~~LINTEL—A horizontal member spanning an opening and supporting construction above; a beam.~~

LOCAL REVIEW CRITERIA – The criteria adopted by the City and County governing bodies for use by the Historic Preservation Commission in consideration of issuance of certificates of appropriateness to ensure changes to historically designated properties are not incongruous with the character of the designated area.

~~MANSARD ROOF—A modification of the hipped roof in which each of the four sides has two slopes, with the lower slope steeper than the upper, characteristic of the Second Empire style.~~

MASSING—The size, expanse, and bulk of a building, especially with reference to how it is shaped or formed.

~~MILDEW—A fungus that grows and feeds on paint, cotton and linen fabrics, etc., that are exposed to moisture; causes discoloration and decomposition of the surface.~~

~~MODILLION—An ornamental block or bracket under the projecting portion of the cornice, as in the Corinthian order.~~

~~MOLDING—A decorative band having a constant profile or having a pattern in low relief, generally used in cornices or as trim around openings.~~

MONITOR-- A raised structure running along the ridge of a double-pitched roof, with its own roof running parallel with the main roof. The long sides of monitors usually contain clearstory windows or louvers to light or ventilate the area under the roof.

MORTAR—A mixture of portland cement, lime, putty, and sand in various proportions, used for laying bricks or stones. Until the use of hard portland cement became general, the softer lime-clay or lime-sand mortars and masonry cement were common.

MORTAR JOINT-- In masonry, mortar joints are the spaces between bricks, concrete blocks, or glass blocks, that are filled with mortar or grout. Mortar joints can be made in a series of different fashions, but the most common ones are raked, grapevine, extruded, concave, V, struck, flush, weathered and beaded.

~~MULLION—A vertical member between window lights.~~

MUNTIN—A molding forming part of the frame of a window sash and holding one side of a pane.

NON-CONTRIBUTING PROPERTY - Non-contributing properties are properties that exist within the boundary of a local historic district that do not reflect the district's significance. Some of them were constructed during the period of significance, but have been so substantially altered that they no longer convey the historic significance of the district. Other non-contributing properties are more recently constructed, and therefore have not taken on historic significance.

~~NATIONAL HISTORIC LANDMARK—A nationally significant historic place designated by the Secretary of the Interior because it possesses exceptional value or quality in interpreting the heritage of the United States.~~

~~NEWEL POST—A vertical member or post, usually at the start of a stair or at any place a stair changes direction. Usually large and sometimes ornate, it is the principal support for the handrail.~~

~~OGEE—A double curve formed by the combination of a convex and concave line, similar to an s-shape.~~

~~OIL PAINT—A paint in which a drying oil, usually linseed oil, is the vehicle for the pigment; rarely used as a house paint since the mid twentieth century when it was commonly replaced by alkyd resin paints.~~

~~PANEL—A thin, flat piece of wood framed by stiles and rails as in a door or fitted into grooves of thicker material with molded edges for decorative wall treatment.~~

ORIGINAL-- Present or existing from the beginning; first or earliest.

~~PARAPET—The extension of an exterior wall vertically beyond a flat roof.~~

PARGING-- Covering (a part of a building, especially an external brick wall) with plaster or mortar that typically bears an ornamental pattern.

~~PATIO—An open, outdoor living space adjacent to a building, usually surfaced with stone, tiles, or concrete.~~

~~PEDIMENT—A triangular gable bounded on all sides by a continuous cornice. This form is characteristic of classical architecture.~~

~~PILASTER—A flat or half round decorative member applied to a wall suggesting a column; sometimes called an engaged column.~~

~~PORTE COCHÉRE—A roofed passageway large enough for wheeled vehicles to pass through.~~

~~PODIUM—The initial portion of a building, beginning at ground level, specifically designed and articulated as the base or plinth of the building, above which the building steps back to greater height. Building podiums can vary from less than one story to several stories in height.~~

~~PORTICO—A small entrance porch or covered walk consisting of a roof supported by open columns.~~

~~PORTLAND CEMENT—A very hard and strong hydraulic cement (one that hardens under water) made by heating a slurry of clay and limestone in a kiln.~~

~~POST WAR BUILDINGS AND NEIGHBORHOODS— buildings and neighborhoods that were built after World War II.~~

~~PRIMER—A paint applied as a first coat that serves the function of sealing and filling on wood, plaster, and masonry.~~

~~QUARTER ROUND—A small molding that has the cross section of a quarter circle.~~

~~QUOIN—In masonry, a hard stone or brick used, with similar ones, to reinforce an external corner or edge of a wall or the like; often distinguished decoratively from adjacent masonry.~~

~~RAKE—Trim members that run parallel to a roof slope and form the finish between the wall and a gable roof extension.~~

PRESERVATION—To keep something in its original state or in good condition or to keep something safe from harm or loss.

PROPERTY—A parcel of land as shown on the Durham County tax records or as described or shown on an ordinance designating a local historic landmark.

REHABILITATION—The act or process of making possible ~~a compatible~~ the continued use ~~for~~ a property through repair, alterations, and additions while preserving the portions or the features that convey the property's historical, cultural, or architectural values.

REPOINTING—Raking out deteriorated mortar joints and filling them with a mortar to repair the joint.

RESTORATION—The act or the process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and the reconstruction of missing features from the restoration period.

RHYTHM—the regular pattern or repetition of building elements, lines, forms, or shapes.

~~RISER—The vertical portion of a stair, connecting two steps.~~

RIGHT-OF-WAY-- A strip of land acquired by reservation, dedication, prescription or condemnation and occupied by a street.

ROOF PROJECTIONS—Chimneys, roof vents, finials, spires, and similar architectural features projecting upward from the roof and not containing usable space.

~~ROOFING TILE—A tile for roofing, usually of burnt clay; available in many configurations and types, such as plain tiles, single lap tiles, and interlocking tiles.~~

~~RUSTICATED STONE—Masonry or wood in which each principal face is rough or highly patterned with a tooled margin.~~

~~SANDBLASTING—An extremely abrasive method of cleaning brick, masonry, or wood that involves directing high powered jets of sand against a surface.~~

~~SASH—The part of a window that holds the glazing and is usually moveable.~~

~~SAWNWORK—Ornamentation in cutout planking, formed with a bandsaw. Popular in the 1880s and the 1890s, this decorative detailing is flat.~~

SCALE—The comparative size of one object or design in its relationship to the size of other objects with which it is to be associated.

SCUPPER-- An outlet in the side of a building for draining water.

~~SHEET METAL—A flat, rolled metal product, rectangular in cross-section and form; when used as roofing material, usually terne or zinc-plated.~~

~~SOFFIT—The exposed undersurface of any overhead component of a building, such as an arch, balcony, beam, cornice, lintel, or vault.~~

SHINGLE—A roofing unit of wood, asphalt, slate, tile, or other material cut to stock lengths, widths, and thicknesses; used as an exterior covering on roofs and applied in an overlapping fashion.

SHUTTERS—Small louvered or solid panels hinged on the exterior of windows, and sometimes doors, to be operable.

~~SIDELIGHT—A narrow window area beside a door, generally seen in Greek Revival style.~~

SIGNIFICANCE —The quality of being worthy of attention. A measure of the impact or importance of something.

SIGNIFICANT VIEW—An important or noteworthy view of a structure, the streetscape, the district, etc.

SILL—The lowest horizontal member in a wall opening.

~~STEPPED GABLE—A gable concealing the end of a roof with a stepped parapet.~~

~~STRETCHER—A brick or a stone laid with its length parallel to the length of the wall.~~

STREET—An area for vehicular traffic that is dedicated to or maintained by a public agency (public street) or owned and maintained by a private corporation, individual, or group of individuals (private street).

STREET FACING—The sides of a property that are adjacent to a street or right-of-way.

~~STUCCO—An exterior finish, usually textured, composed of Portland cement, lime, and sand mixed with water. Older type stucco may be mixed from softer masonry cement rather than portland cement.~~

~~SUBSTITUTE MATERIALS—Contemporary materials used in place of traditional building materials in use at the time of construction of the building.~~

~~SURROUND—The molded trim around a door or window opening.~~

~~TARPAPER—A roofing material manufactured by saturating a dry felt with asphalt and then coating it with a harder asphalt mixed with a fine material.~~

~~TERNEPLATE—Sheet metal coated with terne metal, which is an alloy of lead containing up to 20 percent tin.~~

TERRA-COTTA—Hard unglazed fired clay, used for ornamental work and roof and floor tile; also fabricated with a decorative glaze and used as a surface finish for buildings in the Art Deco style.

~~TEXTURED SIDING—Wood cut in various flat patterns, such as half rounds or scallops, and applied to portions of facades to create a picturesque or romantic look. This treatment was generally used in Queen Anne style buildings. Surface textures are often found in diamond, scallop, staggered butt, or composite patterns.~~

~~TONGUE AND GROOVE—A joinery system in which boards are milled with a tongue on one side and a groove on the other so that they can be tightly joined with a flush surface alignment.~~

~~TRABEATED ENTRANCE—A standard classical entrance featuring an overdoor light and sidelights.~~

TRANSOM, OR OVERDOOR LIGHT—A glazed panel above a door or a storefront, sometimes hinged to be opened for ventilation at ceiling level.

~~TREAD—The horizontal surface of a step.~~

TRIM—The finish material on a building, such as moldings applied around openings or at the floors and the ceilings of rooms.

~~TURRET—A small tower, usually corbelled from a corner.~~

~~VERANDA—A covered porch or balcony extending along the outside of a building.~~

VINYL SIDING—Sheets of thermal plastic compound made from chloride or vinyl acetates, as well as some plastics made from styrene and other chemicals, usually fabricated to resemble clapboard.

~~WATERBLASTING—A cleaning method similar to sandblasting except that water is used as the abrasive. As in sandblasting, high pressure water jets can damage wood and masonry surfaces. Commonly referred to as pressure washing.~~

~~WATER TABLE—A belt course differentiating the foundation of a masonry building from its exterior walls.~~

~~WEATHERBOARDING—Wooden clapboard siding.~~

~~WROUGHT IRON — Iron that is rolled or hammered into shape, never melted.~~

Acknowledgements

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